

# **Tennessee, Part C Annual Performance Report 2011-2012**



**State Department of Education  
Division of School Readiness and Early Learning**

**Report Submission Date: February 1, 2013**

**TABLE OF CONTENTS**

Overview of the Annual Performance Report Development.....	3
INDICATOR 1 .....	6
Timeliness of Services	
INDICATOR 2 .....	10
Natural Environments	
INDICATOR 3 .....	12
Child Outcomes	
INDICATOR 4 .....	18
Family Outcomes	
INDICATOR 5 .....	21
Birth to One Year Comparison Data	
INDICATOR 6 .....	25
Birth through Two Years Comparison Data	
INDICATOR 7 .....	27
Timeliness of IFSPs	
INDICATOR 8 .....	30
Timeliness of Transitions	
INDICATOR 9 .....	34
Statewide Monitoring of Corrections and Noncompliance	
INDICATOR 10 .....	OSEP eliminated report requirement
Timeliness of Written Complaints	
INDICATOR 11 .....	OSEP eliminated report requirement
Timeliness of Due Process Hearings	
INDICATOR 12 .....	41
Resolution Sessions	
INDICATOR 13 .....	42
Mediation Agreements	
INDICATOR 14 .....	43
Timeliness and Accuracy of State Reported Data	
ATTACHMENT LIST.....	45
Annual Report Certification of the Interagency Coordinating Council .....	46

## Tennessee, Part C Annual Performance Report (APR) for FFY 2011-2012

**Overview of the Annual Performance Report Development:***Tennessee's Part C System Structure*

The Lead Agency in Tennessee for Part C, Individuals with Disability Education Act (IDEA) is the State Department of Education (DOE). Tennessee's Early Intervention System (TEIS) is administrated within the Division of School Readiness and Early Learning (DSREL) out of the Early Childhood IDEA Programs (ECIP).

Early Intervention System (EIS) programs are defined as the nine TEIS-Point of Entry Offices (TEIS-POEs). Each POE has a District Administrator who reports directly to the state's Part C Coordinator and who has oversight for the operation of the POE office. State personnel in these offices are responsible for: 1) Part C eligibility determination and 2) all service coordination activities which include IFSP development, oversight of service delivery, and transition.

*Development of Tennessee's Part C Annual Performance Report*

This section highlights the process for the development of the Annual Performance Report (APR). The APR was developed in conjunction with and was approved by the State Interagency Coordinating Council (SICC). Measures to complete the annual report were as follows:

1. Data utilized in the APR were gathered from Federal 618 Data Reports, full fiscal year data (July 1 through June 30) from Tennessee Early Intervention Data System (TEIDS), family surveys, and monitoring activities.
2. The Part C Monitoring Coordinator took lead responsibility in the APR development and necessary revisions to the State Performance Plan (SPP). The Part C State Data Manager provided analysis of data for APR results Indicators. The Lead Agency also contacted with an independent contractor with expertise in APR development to assist personnel in APR development and data analysis. ECIP personnel provided content and consultation for indicators. ECIP personnel reviewed the APR utilizing the Federal Office of Special Education Programs (OSEP) Part C SPP/APR Package (12/19/2012) and Tennessee's 2011 APR Letter and accompanying Part C FFY 2010 State Performance Plan (SPP)/ Annual Performance Report (APR) Response Table (6/28/12).
3. The first draft was completed December 5 for review and feedback by the ECIP Director. At the same time, the draft was sent out for external review and feedback from Mid-South Regional Resource Center (MSRRC). Indicator 3 was sent to the Early Childhood Outcomes (ECO) Center. The state's federal Part C contact was also consulted in the development of the APR. All recommendations were reviewed and considered by ECIP personnel with changes made to the APR.
4. The Part C Monitoring Coordinator reviewed a draft of the APR with the State Interagency Coordinating Council Chairperson and the Part C Coordinator on January 8, 2013. Recommendations were incorporated into the final APR. The SICC Chairperson presented for a full review of the APR with SICC membership on January 22 at the regularly scheduled meeting. See Attachment for Tennessee's ICC Certification.
5. The FFY 2011-2012 APR was submitted to the federal Office of Special Education Programs (OSEP) on February 1, 2013. The SPP was revised with the status of existing improvement activities and the addition of any new activities. The SPP was submitted along with the APR on February 1. Following the state's period of clarification provided by OSEP, the APR and revised SPP will be posted on the State's website located at [http://www.tennessee.gov/education/teis/reports\\_data.shtml](http://www.tennessee.gov/education/teis/reports_data.shtml). Notification regarding the posting will be sent to the SICC membership, early intervention stakeholders, and the state's Part C contact.
6. Federal 616 report requirements for the performance of each EIS program (i.e., TEIS-POEs) against the state's APR targets will be completed and posted on the state's website in March 2013. This report is entitled, *March Report to the Public*. An email will be sent to the SICC membership, early intervention stakeholders, and the state's Part C contact informing of the posting and with website link. The FFY 2010-2011 report is currently available on the state's website under "Reports" at [http://tennessee.gov/education/teis/reports\\_data.shtml](http://tennessee.gov/education/teis/reports_data.shtml).

*Tennessee Part C Statewide Initiatives Impacting TEIS*

This section highlights selected state initiatives not directly associated with specific APR indicators or improvement activities. These non-indicator initiatives provide the reader with additional state information about the Lead Agency's efforts that may have an indirect effect on results reported in the APR.

**1. TEIS Operations Manual**

TEIS utilizes an Operations Manual to guide daily/routine operations from the point of child referral throughout child association with TEIS up to child transition/exit from TEIS. The Manual contains information pertinent to EIS providers (i.e., Early Intervention Resource Agencies [EIRAs] and vendors). This Manual was updated and revised in July 2011. A designated ECIP Trainer working with the Part C Monitoring Coordinator took the lead on manual revisions working closely with the ECIP Training Workforce Development Coordinator and ECIP Director. Additionally, a seasoned Service Coordinator provided valuable information from an end user perspective. In February 2012, Regional training was provided to EIRAs (who provide development therapy) and to vendors (who provide therapeutic and other services). Statewide 472 participants attended the trainings. All 37 EIRAs were in attendance as well as 106 vendors. Participants included executive and program directors, program staff, clinical directors, billing office managers, therapists, etc. This was the first required statewide TEIS operational procedures training. In March 2012, regional training was provided to all TEIS-POE personnel.

**2. New Born Hearing Screening**

Beginning June 2011, newborn hearing screening follow-up for the Early Hearing Detection and Intervention (EHDI) Program moved from the State Department of Health into the State Department of Education, Early Childhood IDEA Programs Central Office. Prior to this date, follow-up had been done through a contractor. ECIP personnel work in collaboration with the EHDI Program to provide follow-up to families when their newborn fails the first hearing screening in the hospital. Follow-up involves such activities as: determining if the child has had a second screening, assisting the family to find a facility in their area if their infant has yet to have a second screening, informing the family about services through TEIS if their infant failed the second screening and they have not already been referred to TEIS, making referrals to TEIS, and reporting the outcome of the follow-up into the Department of Health's database. In January, 2012 a formal protocol was developed between TEIS and the Tennessee Head Start Collaborative Office for the purpose of Head Start programs (both Early Head Start and Head Start) to become a resource for families when an infant has failed the first newborn hearing screening and if the family is either unable to receive a follow up screening in a location within a reasonable driving distance from their home or to help cut down waiting time for a second screening with an audiologist. TEIS purchased hearing screening devices and provided training for Head Start and Early Head Start personnel. In FFY 2011-2012, newborn hearing screening follow-up activities were provided to 2,313 infants out of 83,002 infants (2.79%) who failed their first screen in the hospital. Of those infants, 69 (2.98%) were referred to TEIS with a hearing loss. Fifty-seven infants were enrolled in TEIS for services; 24 before the age of six months.

**3. Screening Tools And Referral Training (START)**

Since 2007, the Lead Agency has had an ongoing partnership with the Tennessee Chapter of the American Academy of Pediatrics (TNAAP) for the purpose of increasing early identification and referral of children with developmental delays or behavioral problems using standardized screening tools. Medical personnel represent a primary referral source for TEIS. The START Program (Screening Tools and Referral Training), funded by the Department of Education since July 1, 2010, is an educational program developed by TNAAP to help pediatric care providers (including pediatricians, family physicians, physician assistants, nurse practitioners, nurses, and others) learn skills and strategies to implement routine developmental screening using standardized screening tools as part of health care procedures. The Program is delivered by pediatricians and family physicians trained to teach this program. A TEIS-POE representative is present at all regional trainings to deliver a portion of the training specific to the TEIS referral process. Specific information about the START Program may be found at the following website:

[www.tnaap.org/DevBehScreening/aboutSTART.htm](http://www.tnaap.org/DevBehScreening/aboutSTART.htm) For FFY 2011-2012, 17 physicians, 15 staff, and 302 Allied Health/medical students were trained with eight pediatric practices, three family practices, four allied health practices (nurse practitioners, physician assistants) and nine medical schools participated in training.

**4. TEIDS-Plus Project**

The TEIDS-Plus Project was a federally funded research study funded from FFY 2007 to FFY 2011 for the purpose of studying the impact of a web-based quality assurance system designed to monitor and improve Individualized Family Service Plan (IFSP) development and implementation. The system included five

components for helping service coordinators and families make data-based decisions when developing the IFSP. The five components were: 1) functional assessment, 2) functional goal planning, 3) linking goals to service decisions, 4) integrating services, and 5) monitoring progress. Tennessee Early Intervention Data System (TEIDS) served as the platform for the project's embedded learning objects with links in TEIDS to the TEIDS-Plus website containing information and examples on the five components. Four TEIS-POEs (ET, GN, SC, and MD) participated in the study. The Project's hypothesis was that those TEIS-POEs having access to TEIDS-Plus, with the embedded learning objects, use a higher quality process for developing IFSPs and produce higher quality IFSPs than those TEIS-POEs with access to only the standard TEIDS. General study conclusions:

- Families rated everything about their participation very highly. Families were observed to use more active talk when their service coordinators had access to the TEIDS-Plus intervention, and those IFSP meetings were, on average, longer than the comparison group meetings.
- The experimental group of service coordinators made gains from pretest to posttest on the measure of knowledge and skills as a result of the training provided as part of the TEIDS-Plus intervention—gains that the comparison group did not make. Quality of IFSP documents between experimental and control groups showed mixed results. While there were no statistical differences between groups on IFSP alignment with early learning standards the experimental group was found to have more functional goals in their IFSPs.
- TEIDS-Plus IFSPs showed a more streamlined set of services than did the regular TEIDS IFSPs. Although no differences were seen between the groups on child outcomes, the experimental group children did show more growth in scaled cores for each functional-skill domain than did children in the comparison group.
- In terms of sustainability, service coordinators generally agreed that, at the conclusion of the potential efficacy evaluation, the TEIDS-Plus intervention was relevant. They also generally found it acceptable to implement. It was, however, not practical in the amount of time required for data collection and record keeping. Service coordinators all believed they would continue using at least the five-component framework.
- TEIS provided in kind contribution to the TEIDS-Plus project through selected staff participation in the design as well as allowing the project to access data that met control group conditions.

##### 5. SMART (Specific Measurable Achievable Realistic Timely) Job Plans

In March 2010, Early Childhood IDEA Programs implemented performance-based personnel evaluation measures to strengthen and support supervisory efforts of the nine TEIS-POEs and central office. Support was provided by the state's Department of Human Resources (TN-DOHR) to develop SMART (Specific Measurable Achievable Realistic Timely) Job Plans. SMART Job Plans contain behaviorally written performance measures utilizing data for specific job performance. A strong relationship exists between plans across supervisory responsibilities. For example, performance measures for Service Coordinators (i.e., timely initial IFSP meetings and LEA transition conferences) are linked to performance measures for the District Administrator and the Part C Coordinator as supervisor for District Administrators. Data support that this further clarification of roles and responsibilities and association with measureable outcomes for each position has increased IDEA compliance, focus on child outcomes, and focus on other state priorities.

## Part C State Annual Performance Report (APR) for FFY 2011-2012

**Overview of the Annual Performance Report Development:**

Refer to Overview of the APR Development, page 3.

**Monitoring Priority: Early Intervention Services In Natural Environments**

**Indicator 1:** Percent of infants and toddlers with IFSPs who receive the early intervention services on their IFSPs in a timely manner.

(20 U.S.C. 1416(a)(3)(A) and 1442)

**Measurement:**

Percent = [(# of infants and toddlers with IFSPs who receive the early intervention services on their IFSPs in a timely manner) divided by the (total # of infants and toddlers with IFSPs)] times 100.

Account for untimely receipt of services, including the reasons for delays.

Tennessee's definition for "timely services": no longer than 30 calendar days from the date of parent consent on an IFSP for a service.

$$98.38\% = 5224/5310 \times 100$$

FFY	Measurable and Rigorous Target
2011-2012	100%

**Actual Target Data for FFY 2011-2012:**

98.38% (5224) of 5310 infants and toddlers received timely new services initiated during the fiscal year on any IFSP type (initial, six-month review, annual, and review change). Data account for the timely receipt of all services for a child rather than individual services. For example, if a child had three new services initiated on an IFSP and any one of the three was delivered untimely, the child had untimely service delivery.

FFY 2011-2012 data were reported from the Tennessee Early Intervention Data System (TEIDS) – full census data for Part C eligible infants and toddlers across all IFSP types (i.e., initial, six-month review, annual, review change). Monthly data were compiled by the nine Point of Entry (POE) Data Managers and were reviewed by TEIS-POE leadership prior to submission to the Early Childhood IDEA Programs (ECIP), Part C Monitoring Coordinator. TEIS-POE data reports accounted for reasons of untimely service delivery (i.e., family or system). A subsequent review of data was completed by ECIP monitoring personnel in order to verify reasons for untimely service delivery determined by POE Data Managers.

Delays due to exceptional family circumstances documented in the child's record were included in both the numerator and denominator when calculating percent compliant for timely service delivery.

<b>Total # Infants/Toddlers with Delivered Services</b>	<b># of Infants/Toddlers with Timely Services</b>	<b># of Infants/Toddlers with Untimely Services Due to Exceptional Family Circumstances</b>	<b>Total # of Infants/Toddlers with Timely Delivered Services</b>
5310	5000	224	5224

Documented exceptional family circumstances for delay include child/family sickness, family vacation, family's preferred scheduling, etc. System issues identified for delay include difficulty in assigning an early interventionist who fits into the family's schedule, provider/vendor delays in beginning services, waiting for physician or medical authorization, and lack of provider or TEIS-POE documentation.

## Measurement:

- Number of Infants/Toddlers with Timely Delivered Services (5224) = # of Infants/Toddlers with Timely Delivered Services (5000) + # of Infants/Toddlers with Untimely Services Due to Exceptional Family Circumstances (224)
- Percentage of Infants/Toddlers with Timely Delivered Services (98.38%) = Total # of Infants/Toddlers with Timely Delivered Services (5224) / Total # of Infants/Toddlers with Delivered Services (5310) x 100.

The Tennessee Early Intervention Data System (TEIDS) also provides early intervention service providers (i.e., Early Intervention Resource Agencies [EIRAs] and vendors) the capability to internally audit their timeliness of IFSP service delivery.

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2011-2012:**

The Lead Agency reports progress from FFY 2010-2011 for Indicator 1. Data for FFY 2011-2012 reveals that 98.38% of children had timely delivery of services. In FFY 2010-2011 the percentage was 97.50%. This represents a .88% improvement from FFY 2010-2011. Initiatives continue to support TEIS personnel and early intervention service providers to positively impact timely service delivery through: a) regional training, b) updated TEIS operations manual, and c) SMART Job Plans (for TEIS personnel). See Overview of the APR Development for further information (p. 3-5).

Status of FFY 2010-2011 Findings

All nine EIS programs were monitored during FFY 2010-2011. Seven findings of noncompliance (ET, SE, UC, GN, SC, NW, and MD) were made relative to Indicator 1 through annual monitoring. The Part C Monitoring Coordinator verified that correction for the seven findings occurred in a timely manner (i.e., within one year from date written finding was issued). This information is reported in the Indicator 9 Worksheet. Monitoring personnel verified that all seven EIS programs are correctly implementing the specific regulatory requirements and have initiated services for each infant and toddler, although late, unless the child was no longer within the jurisdiction of TEIS.

The Lead Agency utilizes direction from both OSEP's 09-02 Memorandum and OSEP's FAQs Regarding Identification and Correction of Noncompliance and Reporting on Correction in the State Performance Plan/ Annual Performance Report (9-3-08) when determining correction of noncompliance. Correction is determined through verification of all child-level noncompliance (if applicable) and through a review of subsequent data. Information regarding how the Lead Agency implements the two-prong approach for determining correction of noncompliance is detailed in Indicator 9 which addresses the state's system for general supervision.

Correction of FFY 2010-2011 Findings of Noncompliance Timely Corrected (corrected within one year from identification of the noncompliance)

1. Number of findings of noncompliance that state made during FFY 2010 (the period from July 1, 2010 through June 30, 2011)	7
2. Number of findings the state verified as timely corrected (corrected within one year from the date of notification to the EIS programs of the finding)	7
3. Number of findings not verified as corrected within one year [(1) minus (2)]	0

FFY 2011-2012 Findings of Noncompliance

All nine EIS programs were monitored during FFY 2011-2012. Two findings (GN and MD) of noncompliance were made relative to Indicator 1. ECIP monitoring personnel have already verified the timely correction of the two findings.

There was one finding (GN) of noncompliance made associated with an administrative complaint (Indicator 10) specific to IFSP service delivery for a particular child. ECIP monitoring personnel have also verified the timely correction of this finding made through the administrative complaint process.

Information regarding FFY 2011-2012 findings made as a result of both annual monitoring and dispute resolution will be reported in Indicator 9 of the February 2014 APR.

## Improvement Activities/Timelines/Resources – FFY 2011-2012 Updates

Activity/ Action	Timelines	Resources	Activity Status
<p>The internal review (Program Analysis) for EIRAs has been modified to the following components:</p> <p><u>Annual Activities</u> Review of program licensure and certification status, usage of insurance; personnel qualifications, including supervision for paraprofessionals where applicable.</p> <p><u>Bi-Annual Activities</u> Review of program's adherence to the TEIS Operations Manual addressing the following elements related to service delivery: timeliness of service delivery, the entering of service logs into the child's educational record (TEIDS), service log format, completed developmental assessments used at annual IFSPs, and service delivery based on IFSP frequency and intensity, The full ECIP Training Team discusses program results upon completion of review. The designated Trainer for the EIRA then reviews program results with the appropriate TEIS District Administrator and develops a plan to address any training needs found. The designated Trainer also meets with the EIRA Director to review analysis results and implements training where determined needed.</p>	Begin July 2011 and ongoing	Early Childhood IDEA Programs (ECIP) Central Reimbursement Office (CRO) personnel, ECIP Account, ECIP Training Workforce Development Coordinator and Training personnel	<p>Activity completed, now integrated into routine processes.</p> <p>Annual activities are carried out through the CRO. Bi-annual reviews are conducted and training needs determined based on: state and local program results; TEIS priorities; and availability of personnel resources.</p>
Revise the Delegated Purchase Authority (DPA) document for early intervention service providers paid through a vendor agreement. Revisions will contain more explicit language relative to timely service delivery, use of TEIDS service logs for documenting service delivery, and will require documentation of credentials and proof of professional liability insurance for FFY 2012-2013 contract year.	Begin Fall 2011	Early Childhood IDEA Programs Director, Central Reimbursement Office personnel, and ECIP Accountant working with DOE fiscal personnel, Part C Monitoring Coordinator	<p>Activity completed, now integrated into routine processes.</p> <p>Revision to DPA and Delegated Grant Authority (DGA) documents now require personnel background checks.</p>
<p>Deliver regional training to EIS providers (i.e., EIRAs and Vendors) on the TEIS Operations Manual revised July 2011.</p> <p>TEIS-POE District Administrators along with ECIP Data Managers will be present and will assist the Central Office with the notification of all EIS providers. ECIP Central Reimbursement personnel will also attend training.</p>	February 2012	ECIP Trainer, Part C Monitoring Coordinator, ECIP Director, ECIP Accountant, TEIS-POE District Administrators, ECIP Data Managers	<p>Activity completed.</p> <p>See Overview of the APR Development (p. 3-5) for additional information.</p>



**APR – Part C****Tennessee****Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2011-2012:**

The state reviewed the effectiveness of SPP/APR targets and improvement activities for Indicator 1, including timelines and resources outlined in the State Performance Plan (SPP). No additional improvement activities were developed as a result of the review. The Lead Agency will continue to implement ongoing activities in the SPP which has been updated to reflect the status of improvement activities from FFY 2011-2012.

**Improvement Activities/Timelines/Resources established FFY 2012 (2012-2013)**

Activity/ Action	Timelines	Resources

## Part C State Annual Performance Report (APR) for FFY 2011-2012

**Overview of the Annual Performance Report Development:**

Refer to Overview of the APR Development, page 3.

**Monitoring Priority: Early Intervention Services In Natural Environments**

**Indicator 2:** Percent of infants and toddlers with IFSPs who primarily receive early intervention services in the home or community-based settings.

(20 U.S.C. 1416(a)(3)(A) and 1442)

**Measurement:** Percent = [(# of infants and toddlers with IFSPs who primarily receive early intervention services in the home or community-based settings) divided by the (total # of infants and toddlers with IFSPs)] times 100.

$$83.85\% = 3354/4000 \times 100$$

FFY	Measurable and Rigorous Target
2011-2012	85.04% Home and Community

**Actual Target Data for FFY 2011-2012:**

83.85% (3354) of 4000 infants and toddlers primarily received early intervention services in home and community settings as reported in 618 data for program settings (Table 2) on December 1, 2011. The Lead Agency did not meet the state target for this reporting period.

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2011-2012:**

As originally reported in the February 1, 2008 APR (FFY 2006-2007), the Tennessee Early Intervention Data System (TEIDS) contains a validation which requires a statement of justification be completed on an IFSP whenever services are provided outside the natural environment (i.e., home or community settings). This TEIDS validation assures the presence of a statement of justification.

The Lead Agency reports slippage of .26% in the number of infants and toddlers who received IFSP services in home and community settings: 84.11 % in FFY 2010-2011 to 83.85% in FFY 2011-2012. The slippage from FFY 2010-2011 to FFY 2011-2012 was due to 159 fewer children served in the setting of "community" (19% decrease). The setting of "home" increased by 103 children, a 4% increase, and the setting of "other" increased by 2 children, an increase of 2%.

**Improvement Activities/Timelines/Resources – FFY 2011-2012 Updates**

Activity/ Action	Timelines	Resources	Activity Status
Conduct an internal review for vendors relative to performance on timely delivery of service, natural environment, and other quality measures.	Begin Fall of 2011	ECIP Accountant, CRO personnel	Activity not completed and discontinued.  An internal review began Fall of 2011 for vendors who provide developmental therapy. Given the lack of personnel resources and ECIP priorities this activity

**APR – Part C**
**Tennessee**

Activity/ Action	Timelines	Resources	Activity Status
			was not fully completed and will be discontinued.  Important note: Tennessee Early Intervention Data System (TEIDS) provides early intervention service providers the capability to internally audit their timeliness of IFSP service delivery, service settings, etc.
Deliver Center for Social Emotional Foundations of Early Learning (CSEFEL) Coach Training to selected Early Intervention Resource Agencies (EIRAs). It is expected that this training will increase resources for the CSEFEL model of service provision in home and community settings by providing selected EIRAs with qualified “coaches” who can work with limited assistance from TN Voices and ECIP Training personnel.	Begin November 2011 with expected completion by November 2012	ECIP Training Workforce Development Coordinator, ECIP Training personnel, TN Voices for Children personnel	Activity completed.  10 EIRAs participated in CSEFEL training in Nov 2011. EIRAs created leadership teams, conducted monthly leadership meetings and sent notes on quality benchmarks to TEIS for review. EIRAs were provided materials to support CSEFEL implementation.
Deliver regional training to EIS providers (i.e., EIRAs and Vendors) on the TEIS Operations Manual revised July 2011.  TEIS-POE District Administrators along with ECIP Data Managers will be present and will assist the Central Office with the notification of all EIS providers. ECIP Central Reimbursement personnel will also attend training.	February 2012	ECIP Trainer, Part C Monitoring Coordinator, ECIP Director, ECIP Accountant, TEIS-POE District Administrators, ECIP Data Managers	Activity completed.  See Overview of the APR Development (p. 3-5) for additional information.

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2011-2012:**

The state reviewed the effectiveness of SPP/APR targets and improvement activities for Indicator 2, including timelines and resources outlined in the State Performance Plan (SPP). No additional improvement activities were developed as a result of the review. The Lead Agency will continue to implement ongoing activities in the SPP which has been updated to reflect the status of improvement activities from FFY 2011-2012.

**Improvement Activities/Timelines/Resources established FFY 2012 (2012-2013)**

Activity/ Action	Timelines	Resources

## Part C State Annual Performance Report (APR) for FFY 2011-2012

**Overview of the Annual Performance Report Development:**

Refer to Overview of the APR Development, page 3.

**Monitoring Priority: Early Intervention Services In Natural Environments**

**Indicator 3:** Percent of infants and toddlers with IFSPs who demonstrate improved:

- A. Positive social-emotional skills (including social relationships);
- B. Acquisition and use of knowledge and skills (including early language/ communication); and
- C. Use of appropriate behaviors to meet their needs.

(20 U.S.C. 1416(a)(3)(A) and 1442)

**Measurement:**
**Outcomes:**

- A. Positive social-emotional skills (including social relationships);
- B. Acquisition and use of knowledge and skills (including early language/ communication); and
- C. Use of appropriate behaviors to meet their needs.

Progress categories for A., B., and C.:

- a. Percent of infants and toddlers who did not improve functioning =  $\left[ \frac{\text{(\# of infants and toddlers who did not improve functioning)}}{\text{(\# of infants and toddlers with IFSPs assessed)}} \right] \text{ times } 100.$
- b. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers =  $\left[ \frac{\text{(\# of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers)}}{\text{(\# of infants and toddlers with IFSPs assessed)}} \right] \text{ times } 100.$
- c. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it =  $\left[ \frac{\text{(\# of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it)}}{\text{(\# of infants and toddlers with IFSPs assessed)}} \right] \text{ times } 100.$
- d. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers =  $\left[ \frac{\text{(\# of infants and toddlers who improved functioning to reach a level comparable to same-aged peers)}}{\text{(\# of infants and toddlers with IFSPs assessed)}} \right] \text{ times } 100.$
- e. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers =  $\left[ \frac{\text{(\# of infants and toddlers who maintained functioning at a level comparable to same-aged peers)}}{\text{(\# of infants and toddlers with IFSPs assessed)}} \right] \text{ times } 100.$

**Summary Statements for the Three Outcomes:**

Summary Statement 1: Of those infants and toddlers who entered or exited early intervention below age expectations in each Outcome, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program.

Measurement for Summary Statement 1:

Percent =  $\frac{\text{\# of infants and toddlers reported in progress category (c) plus \# of infants and toddlers reported in category (d)}}{\text{\# of infants and toddlers reported in progress category (a) plus \# of infants and toddlers reported in progress category (b) plus \# of infants and toddlers reported in progress category (c) plus \# of infants and toddlers reported in progress category (d)}} \text{ times } 100.$

Summary Statement 2: The percent of infants and toddlers who were functioning within age expectations in each Outcome by the time they turned 3 years of age or exited the program.

Measurement for Summary Statement 2:

Percent =  $\frac{\text{\# of infants and toddlers reported in progress category (d) plus \# of infants and toddlers reported in progress category (e)}}{\text{[the total \# of infants and toddlers reported in progress categories (a) + (b) + (c) + (d) + (e)]}} \text{ times } 100.$

**Target Data and Actual Data for FFY 2011-2012:**

FFY 2011-2012 was the second full year in which Early Childhood Outcomes (ECO) data (entrance and exit) were collected from all nine TEIS Point of Entry offices (TEIS-POEs). Since FFY 2010, ECO data have been collected in the Tennessee Early Intervention Data System (TEIDS) based upon the seven-point scale of the ECO Childhood Outcomes Summary Form (COSF). The Lead Agency calculates and reports only on children that have been in TEIS a minimum of 6 months (defined as 180 calendar days between entry [initial IFSP date] and exit [TEIS exit date]).

Outcome entrance ratings are made by the IFSP team using assessment/evaluation, eligibility, and parent information at the initial IFSP meeting. Assessment/evaluation information, statewide, is obtained from the Battelle Developmental Inventory-2 (BDI-2). Outcome exit ratings are made by the IFSP team at a review change or transition meeting for children who have been in early intervention services for a minimum of 6 months prior to exit or at three years of age. Exit data from Part C are utilized by several Local Education Agencies (LEAs) for children who are determined eligible for Part B, preschool special education services.

The Lead Agency reports that Outcomes A, B, and C do not share the same denominator. In the majority of cases a child received the complete assessment/evaluation across the three outcomes. There were instances, however, where portions of data were absent. See improvement activities detailed below where statewide ECO training is planned. This training will review, among other things, data collection procedures.

**Targets and Actual Data for Part C Children Exiting in FFY 2011-2012**

Summary Statements	Targets FFY 2011-2012 (% of children)	Actual FFY 2011-2012 (% of children)	Actual FFY 2010-2011 (% of children) N = 544
<b>Outcome A: Positive social-emotional skills (including social relationships)</b>			
1. Of those children who entered or exited the program below age expectations in Outcome A, the percent who substantially increased their rate of growth by the time they exited the program <b>Formula: c+d/ a+b+c+d</b>	74.9%	<b>84.8%</b> N = 951	75.1%
2. The percent of children who were functioning within age expectations in Outcome A by the time they exited the program <b>Formula: d+e/ a+b+c+d+e</b>	47.4%	<b>42.5%</b> N = 951	37.8%
<b>Outcome B: Acquisition and use of knowledge and skills (including early language/communication and early literacy)</b>			
1. Of those children who entered or exited the program below age expectations in Outcome B, the percent who substantially increased their rate of growth by the time they exited the program <b>Formula: c+d/ a+b+c+d</b>	78.4%	<b>86.2%</b> N = 988	77.3%
2. The percent of children who were functioning within age expectations in Outcome B by the time they exited the program <b>Formula: d+e/ a+b+c+d+e</b>	45.2%	<b>42.1%</b> N = 988	36.2%
<b>Outcome C: Use of appropriate behaviors to meet their needs</b>			
1. Of those children who entered or exited the program below age expectations in Outcome C, the percent who substantially increased their rate of growth by the time they exited the program <b>Formula: c+d/ a+b+c+d</b>	76.9%	<b>89.0%</b> N = 999	79.3%
2. The percent of children who were functioning within age expectations in Outcome C by the time they exited the program <b>Formula: d+e/ a+b+c+d+e</b>	49.4%	<b>40.3%</b> N = 999	39.6%

**Progress Data for Part C Children for FFY 2011-2012**

3A: Positive social-emotional skills (including social relationships).	Actual FFY 2011-2012 (# and % of children)		Actual FFY 2010-2011 (# and % of children)	
a. Percent of children who did not improve functioning.	13	1.4%	25	3%
b. Percent of children who improved functioning, but not sufficient to move nearer to functioning comparable to same-aged peers.	116	12.2%	181	20%

**APR – Part C**
**Tennessee**

c. Percent of children who improved functioning to a level nearer to same-aged peers, but did not reach it.	418	44.0%	363	40%
d. Percent of children who improved functioning to reach a level comparable to same-aged peers.	304	32.0%	257	28%
e. Percent of children who maintained functioning at a level comparable to same-aged peers.	100	10.5%	88	10%
Total	N = 951	100%	N = 914	100%

3B: Acquisition and use of knowledge skills (including early language).	Actual FFY 2011-2012 (# and % of children)		Actual FFY 2011-2012 (# and % of children)	
a. Percent of children who did not improve functioning.	11	1.1%	15	2%
b. Percent of children who improved functioning, but not sufficient to move nearer to functioning comparable to same-aged peers.	114	11.5%	177	19%
c. Percent of children who improved functioning to a level nearer to same-aged peers, but did not reach it.	447	45.2%	391	43%
d. Percent of children who improved functioning to reach a level comparable to same-aged peers.	335	33.9%	264	29%
e. Percent of children who maintained functioning at a level comparable to same-aged peers.	81	8.2%	67	7%
Total	N=988	100%	N= 914	100%

3C: Use of appropriate behaviors to meet their needs.	Actual FFY 2011-2012 (# and % of children)		Actual FFY 2010-2011 (# and % of children)	
a. Percent of children who did not improve functioning.	11	1.1%	15	2%
b. Percent of children who improved functioning, but not sufficient to move nearer to functioning comparable to same-aged peers.	92	9.2%	159	17%
c. Percent of children who improved functioning to a level nearer to same-aged peers, but did not reach it.	493	49.3%	378	41%
d. Percent of children who improved functioning to reach a level comparable to same-aged peers.	338	33.8%	287	31%
e. Percent of children who maintained functioning at a level comparable to same-aged peers.	65	6.5%	75	8%
Total	N =999	100%	N = 914	100%

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2011-2012:**

The Lead Agency reports progress in FFY 2011-2012 ECO data from FFY 2010-2011 ECO data. Progress was measured for all six summary statements: Outcome A, Summary Statements 1 and 2; Outcome B, Summary Statements 1 and 2; and Outcome C, Summary Statements 1 and 2. In FFY 2011-2012, the state exceeded three of its six targets increasing the rate of growth prior to exiting the program across all three outcome areas: Outcome A, Summary Statement 1; Outcome B, Summary Statement 1; and Outcome C, Summary Statement 1.

As part of FFY 2011-2012 improvement activities ECO data were analyzed across the nine TEIS Point of Entry Offices (TEIS-POEs) to provide the Lead Agency with information to target regional technical assistance and expected levels of support. Two POEs exceeded all state targets. No single POE fell below all state targets in FFY 2011-2012. The analysis was also conducted at the progress category level (a-e) to further pinpoint areas where technical assistance and support may be needed for each TEIS-POE.

Table 3.1: Summary of TEIS-POEs Meeting or Exceeding State Targets

Outcome/ Statement	State Target FFY 2011-2012	Number of TEIS-POEs Meeting or Exceeding State Target
A - 1	74.9%	Eight out of nine
A – 2	47.4%	Four out of nine

Outcome/ Statement	State Target FFY 2011-2012	Number of TEIS-POEs Meeting or Exceeding State Target
B – 1	78.4%	Eight out of nine
B – 2	45.2%	Five out of nine
C - 1	76.9%	Eight out of nine
C – 2	49.4%	Three out of nine

As mentioned above, FFY 2011-2012 was the second full year ECO data have been collected from all nine TEIS Point of Entry offices. The overall numbers of useable records increased significantly in FFY 2011-2012. In FFY 2010-2011 there were 544 records and in FFY 2011-2012 there were nearly 1000 useable records (range 951-999, depending on outcome A, B, or C). The planned roll out of ECO data collection continues through FFY 2012-2013 with more records expected from all POEs. The N-size will continue to increase each year of the planned 3-year phase in. The state anticipates reaching capacity of meaningful records for the 2015 APR (FFY 2013-2014) for which there will be three years of both entrance and exit data collected. Three POEs (SE, SC, and MD) have only been collecting entrance/exit data for two years. Three POE's (FT, UC, and SW) have been collecting entrance/exit data for three years. ET, GN and NW have now been collecting entrance/exit data for four years. The Lead Agency recognizes a need for technical assistance relative to drawing conclusions from data and in determining the validity of state targets established in FFY 2009-2010.

The Lead Agency pursued technical assistance in FFY 2011-2012 from Mid-South Regional Resource Center (MSRRC) and the ECO Center regarding data collection and analysis. Tennessee also agreed to participate in the ENHANCE Project; a study funded by the U.S. Department of Education looking at the quality of child outcomes data collected using the COSF. Data analysis from technical assistance has highlighted instances of missing data and the reasons the data were missing. Analysis found data missing for a variety of expected and unexpected reasons including:

- Exit data not expected
- Impossible combinations of entry and exit COSF ratings
- Missing data due to timing of data pull
- Missing exit rating

#### Improvement Activities/Timelines/Resources – FFY 2011-2012 Updates

Activity/ Action	Timelines	Resources	Status and Updates
Deliver re-training on ECO entrance and exit data collection to the TEIS-POE who fell below all state targets to ensure consistency within data collection processes.	Spring 2012	ECIP Workforce Development Coordinator, 619 Preschool Coordinator	Activity completed.  Training Workforce Coordinator and Part B, 619 Preschool Coordinator provided re-training during spring 2012 to one TEIS District that fell below all targets in FFY 2010.
As the state's N-size is beginning to increase, the Lead Agency requests technical assistance support to develop strategies for future data analysis for annual performance reporting and for the development of meaningful improvement activities impacting early childhood outcomes.	Begin November 2011	ECIP Director, ECIP Data Manager, ECIP Workforce Development Coordinator, ECIP Part C Monitoring Coordinator, Mid-South Regional Resource Center, Early Childhood Outcomes (ECO) Center, ENHANCE study	Activity completed, now integrated into routine processes.  Technical assistance began January 2012 through Mid-South Regional Resource Center (MSRRC) and the Early Childhood Outcomes (ECO) Center.  In April 2012, the Lead Agency began participation with the ENHANCE study for analysis of ECO data. Ongoing TA and

Activity/ Action	Timelines	Resources	Status and Updates
			participation in the ENHANCE study will continue into FFY 2012-2013.

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2011-2012:**

The state reviewed the effectiveness of SPP/APR targets and improvement activities, including timelines and resources for Indicator 3. This review resulted in the development of activities detailed below. The Lead Agency will continue to implement ongoing activities in the SPP along with these new activities. The SPP has been updated to reflect the status of earlier SPP/APR activities in addition to these newly established activities.

**Improvement Activities/Timelines/Resources established FFY 2012 (2012-2013)**

Activity/ Action	Timelines	Resources
<b>Pilot Program</b> in one TEIS district to: 1.) Utilize the Battelle Developmental Inventory-2 (BDI-2) evaluation tool as one component for ECO exit discussions with families. 2.) Utilize BDI-2 z-scores along with the Early Childhood Outcomes (ECO) Center's crosswalk tool to help calibrate a consistent developmental anchoring point for discussions with families in determining ECO exit ratings. 3.) Provide LEAs (Part B, 619) within the pilot POE with the following TEIS (Part C) exit information for their possible use in ECO entrance discussions and rating decisions: <ul style="list-style-type: none"> <li>• BDI-2 exit evaluation</li> <li>• ECO exit ratings</li> </ul> Measures for determining Pilot outcome: <ul style="list-style-type: none"> <li>• Review data collections pre- and post- across TEIS and LEA individuals participating in the Pilot for increased consistency in TEIS exit and LEA entrance data collection as a result of using the BDI-2 as a component for ECO rating discussions. Review level of variance across Part C exit and Part B, 619 entrance data collections.</li> <li>• Survey TEIS and LEA Pilot participants regarding usefulness and efficiency of processes utilizing:               <ol style="list-style-type: none"> <li>a) BDI-2 evaluation for assisting with ECO rating discussions;</li> <li>b) BDI-2 z-scores and ECO crosswalk tool as a developmental anchoring point for ECO discussions; and</li> <li>c) Sharing TEIS exit BDI-2 evaluations and ECO ratings as a possible resource for LEAs in ECO entrance data discussions.</li> </ol> </li> </ul>	Begin Fall 2012	Early Childhood IDEA Programs personnel (both Part C and Part B, 619), TEIS staff in the Northwest (NW) office, 11 LEAs within the TEIS-NW District
Develop and deliver joint statewide ECO training to TEIS and LEAs. Training development was informed by a statewide TEIS and LEA survey specific to ECO understanding and training needs along with a review of FFY 2010-2012 ECO data. Training will address: <ul style="list-style-type: none"> <li>• Purpose of data collection (closing student achievement gap and early childhood school readiness)</li> <li>• Determining quality ECO ratings</li> <li>• ECO data collection procedures</li> <li>• Integrating ECO into the IFSP process, and</li> <li>• Using ECO reports to verify data</li> </ul>	Spring 2013	ECIP personnel (both Part C and Part B, 619)



**APR – Part C****Tennessee**

Activity/ Action	Timelines	Resources
Share twice yearly data report with TEIS-POEs that address probable data entry issues such as early/late entry dates, impossible outcome scores, missing exit ratings, etc.	Begin FFY 2012-2013	TEIS State Data Manager, TEIS Data Manager, TEIS District Administrators

## Part C State Annual Performance Report (APR) for FFY 2011-2012

**Overview of the Annual Performance Report Development:**

Refer to Overview of the APR Development, page 3.

**Monitoring Priority: Early Intervention Services In Natural Environments**

**Indicator 4:** Percent of families participating in Part C who report that early intervention services have helped the family:

- A. Know their rights;
- B. Effectively communicate their children's needs; and
- C. Help their children develop and learn.

(20 U.S.C. 1416(a)(3)(A) and 1442)

**Measurement:**

- A. Percent = [(# of respondent families participating in Part C who report that early intervention services have helped the family know their rights) divided by the (# of respondent families participating in Part C)] times 100.
- B. Percent = [(# of respondent families participating in Part C who report that early intervention services have helped the family effectively communicate their children's needs) divided by the (# of respondent families participating in Part C)] times 100.
- C. Percent = [(# of respondent families participating in Part C who report that early intervention services have helped the family help their children develop and learn) divided by the (# of respondent families participating in Part C)] times 100.

**4A.** 96.42% = 619/642 x 100 → Exceeded State Target

**4B.** 93.44% = 598/640 x 100 → Exceeded State Target

**4C.** 96.23% = 612/636 x 100 → Exceeded State Target

**Target Data and Actual Target Data for FFY 2011-2012:**

Target Data and Actual Target Data	FFY 2011-2012 Target	FFY 2011-2012 Actual Data	
A. Know their rights	95.01%	619/642	96.42 %
B. Effectively communicate their children's needs	90.01%	598/640	93.44%
C. Help their children develop and learn	94.01%	612/636	96.23%

4A. The State exceeded its target for this indicator measurement.

4B. The State exceeded its target for this indicator measurement.

4C. The State exceeded its target for this indicator measurement.

TEIS administers a census-based family survey. All families of Part C eligible infants and toddlers in Tennessee with active IFSPs who had been in the Part C system for a minimum of six months were eligible and contact was attempted to administer the survey. Point in time family contact information was pulled on March 15, 2012. Contact information (i.e., addresses) was pulled from Tennessee Early Intervention Data System (TEIDS) for all families across the nine TEIS-POEs. Two options for families to complete the survey were provided: an online survey and a hard copy sent through the mail. Both options included English and Spanish formats. Families with email addresses in TEIDS were sent an email notifying them of the availability of the online survey and inviting them to complete the online survey. Two reminder emails regarding the online survey option were sent. Paper surveys were then mailed to families not yet responding to the online survey and to those without email addresses. The online option continued to be made available throughout the entire administration period. Checks were conducted so duplicate (paper and online) responses were not included in the final results.

East Tennessee State University (ETSU) personnel administered the family survey. Utilizing ETSU resources centralized data collection and ensured consistent data administration and survey management. A contact phone number and email address were provided to responding families should they have questions. There were a few incidences where families made contact for assistance. When surveys were returned undeliverable but with a forwarding address, surveys were resent. The Lead Agency will continue to contract with ETSU to administer the NCSEAM survey online and through the mail for FFY 2012-2013.

A total of 2404 NCSEAM surveys were disseminated and 642 (26.71%) provided useable responses. Of the 642 respondents, 208 (32.40%) responded online and 434 (67.60%) responded through mail. The Lead Agency continues to use the family survey attached in the FFY 2008-2009 Annual Performance Plan (APR).

For FFY 2011-2012 results a representativeness analysis comparing the pool of respondents to the population was conducted across a number of parent agreement items. Even the lower scoring items generated a 99% confidence level with a minimum margin of error or 2.26. This means that if the same question was asked of the entire population the confidence level would be 99% that the results would be within a range of plus or minus 2.26 points of respondent results. These results were determined using the "Sample Size Calculator" at <http://www.surveysystem.com/sscalc.htm>.

The Lead Agency also reviewed family survey results of the majority and minority race/ethnicity respondent groups. For numerical purposes, the minority race/ethnicities (American Indian, Asian, Black, Hawaiian/Pacific Islander, Hispanic, and Multiple Races) were grouped together. Race/ethnicity analysis revealed some differences in response rate and margin of error between White and the combined minority group. The response rate for White respondents was 30.85% (481 out of 1559) compared to the combined minority response rate of 19% (161 out of 845). Additionally, the margin of error (at 95% confidence) across items 4A, 4B, 4C was 1.9 for the White subgroup and 4.0 for the combined minority group.

#### **Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2011-2012:**

While the state continued to exceed state targets for FFY 2011-2012, the Lead Agency reports minor slippage for overall survey results from FFY 2010-2011. All three sub-indicators had a decrease ranging from less than one percent for 4A and 4B and a one percent for 4C when compared to FFY 2010-2011 data. There was an approximate one percent decrease in survey response rate from FFY 2010-2011. In FFY 2010-2011 the response rate was 27.7% in FFY 2011-2012 the response rate was 26.7%. This small decrease in response rate was discussed but no specific reason(s) were found for the decrease.

#### **Improvement Activities/Timelines/Resources – FFY 2011-2012 Updates**

Activity/ Action	Timelines	Resources	Activity Status
<p>Explore incorporating the family survey into the Tennessee Early Intervention Data System (TEIDS) for annual survey data collection. This would entail developing a new TEIDS screen where families would have the ability to log into TEIDS in response to the survey. In order to protect confidentiality, data would only be accessible at the state level within the child's early intervention record. Procedures for data collection would remain the same as described above with the exception of the ability to collect and house the data directly in TEIDS.</p> <p>It is anticipated that this TEIDS improvement will enable the state in the future to analyze and correlate family survey results with early childhood outcomes data as both data sets will be within TEIDS. The Lead Agency also anticipates access to TEIDS for the completion of the family survey may positively impact overall survey response rates.</p>	Spring 2012	ECIP Director, ECIP State Data Manager, Yahasoftware Contractor, ETSU Contract staff, Part C Monitoring Coordinator	<p>Activity in process and continuing.</p> <p>Recommendation for putting family survey into TEIDS has met with approval. Work has been delayed due to state procurement process.</p>

**APR – Part C****Tennessee****Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2011-2012:**

The state reviewed the effectiveness of SPP/APR targets and improvement activities for Indicator 4, including timelines and resources outlined in the State Performance Plan (SPP). No additional improvement activities were developed as a result of the review. The Lead Agency will continue to implement ongoing activities in the SPP which has been updated to reflect the status of improvement activities from FFY 2011-2012.

**Improvement Activities/Timelines/Resources established FFY 2012 (2012-2013)**

Activity/ Action	Timelines	Resources

## Part C State Annual Performance Report (APR) for FFY 2011-2012

## Overview of the Annual Performance Report Development:

Refer to Overview of the APR Development, page 3.

## Monitoring Priority: Effective General Supervision Part C / Child Find

**Indicator 5:** Percent of infants and toddlers birth to 1 with IFSPs compared to national data.

(20 U.S.C. 1416(a)(3)(B) and 1442)

**Measurement:**

Percent = [(# of infants and toddlers birth to 1 with IFSPs) divided by the (population of infants and toddlers birth to 1)] times 100 compared to National data.

**.75% = 596/79558 x 100 compared to National Average of 1.03%**

FFY	Measurable and Rigorous Target
2011-2012	.89%

**Actual Target Data for FFY 2011-2012:**

The U.S. Census Bureau's population estimates for infants and toddlers in Tennessee under the age of one were 79,558 for FFY 2011-2012. The total number of infants and toddlers in Tennessee under the age of one with IFSPs on December 1, 2011, was 596 as reported in federal 618 Child Count Data. For FFY 2011-2012 Tennessee reports .75% (three-quarters of one percent) of infants and toddlers with IFSPs as compared to the national average of 1.03%. The Lead Agency did not meet the state target for this reporting period.

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2011-2012:**

Tennessee reports progress. Although the state did not meet its state target, the state increased the number of infants and toddlers served birth through one year of age. In FFY 2011-2012 the percent was .75%, up from .65% in FFY 2010-2011. In addition, the total number of children with IFSPs increased from 510 in FFY 2010-2011 to 596 in FFY 2011-2012. The increase brings TN closer to both its state target and the national average which remained unchanged in FFY 2011-2012.

Tennessee is considered a state with a narrow eligibility definition. Because of this, it is difficult to meaningfully compare Tennessee's data for Indicator 5 with the national average. The national average is determined annually from the U.S. and outlying areas. Nationally, there is a range of state eligibility criteria (broad, moderate, narrow) thus state to national comparisons are of limited validity.

**Improvement Activities/Timelines/Resources – FFY 2011-2012 Updates**

Activity/ Action	Timelines	Resources	Activity Status
Review State Public Awareness Plan for possible revisions and/or targeted focus.	Begin June 2009 and annually	ECIP Director, ECIP personnel	Activity modified and revised activity in process. See activity revisions in table below.
Continue collaboration with the Screening Tools and Referral Training (START) Program.	Began 2005 and ongoing	ECIP Training Workforce Development Coordinator, TEIS-POE Leadership	Activity completed, now integrated into routine processes  See Overview of the APR Development (p. 3-5) for additional information.

**APR – Part C**
**Tennessee**

Activity/ Action	Timelines	Resources	Activity Status
Further define the mental health section of the TEIS Diagnoses and Conditions List.	Fall 2010	ECIP personnel, START Medical Director and appropriate infant mental health medical personnel	Activity not completed and discontinued.  Activity discontinued due to lack of personnel resources and ECIP priorities. Activity will be reconsidered in the future should another pediatric physician becomes an available resource for the Lead Agency.
Purchase of Hearing Screening Devices to be used by TEIS-POE personnel during the eligibility evaluation process if a child is referred for a speech delay and/or if a family expresses a concern related to hearing. Devices will also be purchased for Head Start and Early Head Start programs throughout Tennessee.	September 2011	ECIP Training Workforce Development Coordinator	Activity completed.  Devices are used by TEIS Developmental Specialists during the evaluation process.  See Overview of the APR Development (p. 3-5) for additional information.
Develop a formal protocol between TEIS and the Tennessee Head Start Collaborative Office for the purpose of Head Start programs (both Early Head Start and Head Start) to become a resource for families when an infant has failed the first newborn hearing screening and where the family is unable to receive a follow up screening in a location within a reasonable driving distance from their home. The designated ECIP staff will assist a family in finding a Head Start program in their area as an option. Any infant who fails the second screening from a Head Start program will automatically be referred to TEIS with parent permission.	January 2012	ECIP Training Workforce Development Coordinator, ECIP Trainers, TN Head Start Collaboration Office, ECIP Newborn Hearing Screening Coordinator	Activity completed, now integrated into routine processes  Memorandum of Understanding (MOU) established across TEIS, Early Head Start/Head Start and LEAs. In addition, the ECIP Newborn Hearing Screening Coordinator assists families when needed to find the local Head Start program in their area.  See Overview of the APR Development (p. 3-5) for additional information.
Provide training to both TEIS and Head Start/Early Head Start personnel by the authorized vendor of purchase.	January 2012	ECIP Training Workforce Development Coordinator, ECIP Trainers, TN Head Start Collaboration Office, Vendor of purchase	Activity completed.
Full implementation for use of hearing screening devices by TEIS-POE personnel and by Head Start/ Early Head Start Program personnel.	February 2012	POE TEIS personnel, Head Start/ Early Head Start personnel	Activity completed, now integrated into routine processes  See Overview of the APR Development (p. 3-5) for additional information.
The Lead Agency will target specific TEIS-Point of Entry (POE) offices to develop PSAs as a strategy to impact child find. These POEs will be selected based on district needs relative to child find.	Spring 2012	ECIP Director, ECIP Training Workforce Development Coordinator	Activity modified and revised activity in process. See activity revisions below.

**APR – Part C**
**Tennessee**

Activity/ Action	Timelines	Resources	Activity Status
The Lead Agency will initiate PSAs for specific TEIS-Point of Entry (POE) offices.	Summer 2012	ECIP Director, ECIP Training Workforce Development Coordinator	Activity modified and revised activity in process. See activity revisions below.
Deliver training to Early Intervention Resource Agencies (EIRA) and other early interventionists who provide services to children with vision impairments. Training provided is a collaborative effort between TEIS Training and Workforce Development personnel with the Tennessee School for the Blind. Qualification guidelines must be met by all participants. The intent of the training is to provide early interventionists with the strategies and skills needed to work with children with vision impairment.	August 2011	ECIP Training Workforce Development Coordinator, ECIP Trainers, Tennessee School for the Blind	Activity completed.
Deliver Train-the-Trainer Parent Training to Early Intervention Resource Agency (EIRA) personnel. Trainings address topics related to assisting parents working with their children who have Autism. The purpose of training is to provide early interventionists with training and materials that they can take back to their agencies to provide support to parents and staff working with children with Autism. Training is provided through a collaborative effort between TEIS Workforce Development and Vanderbilt Treatment and Research Institute for Autism Spectrum Disorders (TRIAD) personnel.	August and September 2011	ECIP Training Workforce Development Coordinator, ECIP Trainers, Vanderbilt TRIAD personnel	Activity completed.
Deliver three regional trainings relative to working with children with multi-sensory delays. Training is provided as a collaborative effort between TREDS (Tennessee's Project for Individuals with Combined Hearing and Vision Loss) and TEIS Training Workforce Development personnel. Target participants are Early Intervention Resource Agencies (EIRAs) staff. The purpose of training is to provide information, skills and techniques to early interventionists working with children who have hearing and/or vision deficits.	September 2011	ECIP Training Workforce Development Coordinator, ECIP Trainers, TREDS personnel	Activity completed.

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2011-2012:**

The state reviewed the effectiveness of SPP/APR targets and improvement activities, including timelines and resources outlined in the State Performance Plan (SPP) for Indicator 5. This review resulted in the modification of activities and the development of additional activities detailed below. The Lead Agency will continue to implement ongoing activities in the SPP along with these new activities. The SPP has been updated to reflect the status of earlier SPP/APR activities in addition to these newly established activities.

## Improvement Activities/Timelines/Resources established FFY 2012 (2012-2013)

Activity/ Action	Timelines	Resources
<p>The Lead Agency will implement a concerted child find and public awareness campaign in an effort to increase the number of infants and toddlers referred and ultimately served under the TEIS program. There are two components that will share the same measurement.</p> <ol style="list-style-type: none"> <li>1. Beginning in the fall of 2012 the Lead Agency will fund multiple proposed and selected <b>local</b> public service announcements (PSAs) and other child find efforts conducted through POEs and Early Intervention Resource Agencies (EIRAs). Agencies may work internally but will be encouraged to work with other agencies in and outside the broad early childhood program to create, increase and implement new and expanded child find efforts at both public and professional levels in their local areas. These child find efforts will be funded through a request for proposal process with funds directed to POEs and EIRAs. All child find products will be shared across all POEs for possible replication in other areas.</li> <li>2. The Lead Agency will fund <b>statewide</b> PSAs to create, increase and implement new and expanded child find efforts at both public and professional levels.</li> </ol> <p>Together local and statewide child find efforts will be measured for impact by comparing numbers of children referred and determined eligible at both the local POE and statewide level. Post PSA numbers will be compared to pre numbers to measure effectiveness. Local and statewide efforts will exist across the same areas simultaneously so measures of differentiated PSA effectiveness may not be possible. However, overall state and regional efforts will be reviewed across all POEs.</p>	Fall 2012 through Spring 2014	Early Childhood IDEA Program (ECIP) personnel, selected TEIS-POEs, EIRAs, local community and media outlets



## Part C State Annual Performance Report (APR) for FFY 2011-2012

**Overview of the Annual Performance Report Development:**

Refer to Overview of the APR Development, page 3.

**Monitoring Priority: Effective General Supervision Part C / Child Find**

**Indicator 6:** Percent of infants and toddlers birth to 3 with IFSPs compared to national data.

(20 U.S.C. 1416(a)(3)(B) and 1442)

**Measurement:**

Percent = [(# of infants and toddlers birth to 3 with IFSPs) divided by the (population of infants and toddlers birth to 3)] times 100 compared to National data.

**1.68% = 4000/238,739 x 100 compared to the National Average of 2.79%**

FFY	Measurable and Rigorous Target
2011-2012	2.37%

**Actual Target Data for FFY 2011-2012:**

The U.S. Census Bureau's population estimates for infants and toddlers in Tennessee birth through two years of age was 238,739 for FFY 2011-2012. The total number of infants and toddlers in Tennessee birth through two years of age with IFSPs on December 1, 2011, was 4000 as reported in the federal 618 Child Count Data. For FFY 2011-2012 Tennessee reports 1.68% of infants and toddlers with IFSPs as compared to the national average of 2.79%. The Lead Agency did not meet the state target for this reporting period.

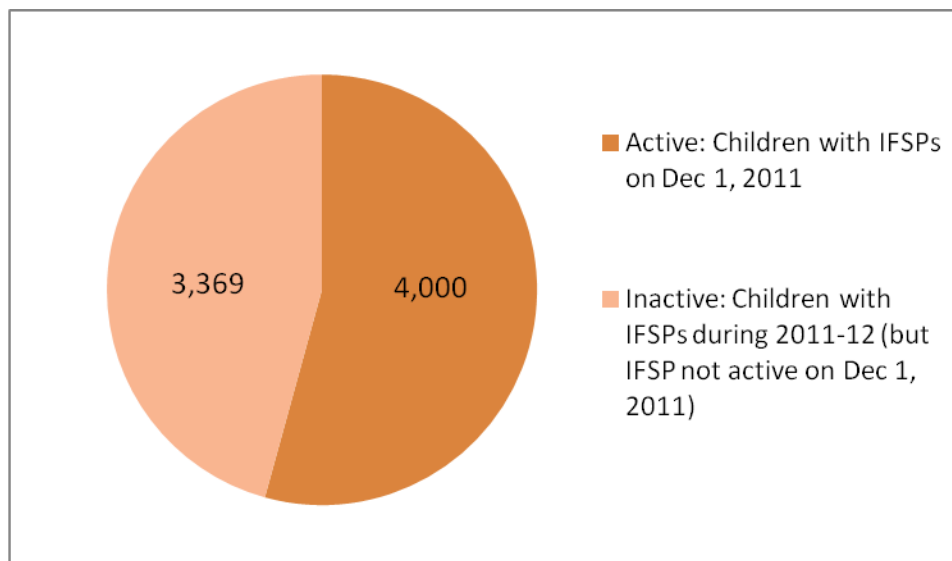
**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2011-2012:**

Tennessee reports slippage. The state did not meet its state target or the national average, which had a decrease of .03%. Overall, the State had a decrease in number of infants and toddlers reported on the federal December 1, 2011 Child Count, birth through 2 years, from the previous fiscal year: FFY 2011, 4000 and FFY 2010, 4054. Even though there was a decrease of 54 children the percentage of infants and toddlers with IFSPs on December 1 remained basically unchanged: from 1.67% in FFY 2010-2011 to 1.68% in FFY 2011-2012. This does not represent a significant year to year change as both the number and percentage did not change by 10.

Tennessee is considered a state with a narrow eligibility definition. Because of this, it is difficult to meaningfully compare Tennessee's data for Indicator 6 with the national average. The national average is determined annually from the average across the U.S. and outlying areas. States have eligibility criteria which range from broad to moderate to narrow.

When providing information within the state (i.e., Commissioners, Legislators, other state departments, SICC, early intervention stakeholders, etc.) regarding the number of infants and toddlers served birth through two years of age for a fiscal year, the Lead Agency reports the total number of children served with an IFSP at any time in a fiscal year. This is a more accurate number than the numerical "snapshot" of children with IFSPs reported on December 1. As can be seen in the figure below, the total number of children with IFSPs for FFY 2011-2012 was 7,369. There were 3,369 children not counted on the federal 618 December 1 Child Count (4,000). These additional children had IFSPs in FFY 2011-2012 but exited before December 1, 2011.

Children with an IFSP Served by TEIS in FFY 2011-2012



Moreover, Tennessee's Early Intervention System (TEIS) serves a large number of children who *never* have an IFSP developed. These are children who may have: a) been screened or evaluated and not found eligible, b) parents that were not interested in services after their child had been found eligible, or c) been referred to TEIS where work was spent attempting to contact, follow up, screen, evaluate, etc. but for whatever reason that event did not take place. In actuality, TEIS serves many more children than those reported annually with active IFSPs on the federal 618 December 1 Child Count.

#### Improvement Activities/Timelines/Resources – FFY 2011-2012 Updates

Activity/ Action	Timelines	Resources	Activity Status
See updates for improvement activities under Indicator 5.			

#### Revisions, with Justification, to Proposed Targets/Improvement Activities/Timelines/Resources for FFY 2011-2012

The state reviewed the effectiveness of SPP/APR targets and improvement activities, including timelines and resources outlined in the State Performance Plan (SPP) for Indicator 6. This review resulted in the modification of activities and the development of additional activities (refer to Indicator 5). The Lead Agency will continue to implement ongoing activities in the SPP along with these new activities. The SPP has been updated to reflect the status of earlier SPP/APR activities in addition to these newly established activities.

#### Improvement Activities/Timelines/Resources established FFY 2012 (2012-2013)

Activity/ Action	Timelines	Resources
See new improvement activities under Indicator 5.		

## Part C State Annual Performance Report (APR) for FFY 2011-2012

**Overview of the Annual Performance Report Development:**

Refer to Overview of the APR Development, page 3.

**Monitoring Priority: Effective General Supervision Part C / Child Find**

**Indicator 7:** Percent of eligible infants and toddlers with IFSPs for whom an evaluation and assessment and an initial IFSP meeting were conducted within Part C's 45-day timeline.

(20 U.S.C. 1416(a)(3)(B) and 1442)

**Measurement:**

Percent = [(# of infants and toddlers with IFSPs for whom an evaluation and assessment and an initial IFSP meeting was conducted within Part C's 45-day timeline) divided by the (# of infants and toddlers with IFSPs evaluated and assessed for whom an initial IFSP meeting was required to be conducted)] times 100.

Account for untimely evaluations/assessments and initial IFSP meetings, including the reasons for delays.

**98.30% = 3241/3297 x 100 Timely initial IFSP meetings**

FFY	Measurable and Rigorous Target
2011-2012	100%

**Actual Target Data for FFY 2011-2012:**

98.30% (3241) of 3297 infants and toddlers with initial IFSPs had timely initial IFSP meetings. FFY 2011-2012 data were reported entirely from the Tennessee Early Intervention Data System (TEIDS). Full census data were used to determine the percent of Part C eligible infants and toddlers who had initial IFSP development within 45 days of referral into Tennessee's Early Intervention System (TEIS). Along with other resources, the Battelle Developmental Inventory-2 (BDI-2) is the state required evaluation tool for Part C eligibility determination. Training on and use of this tool across the entire state contributes to consistency of processes across the state.

Monthly data were compiled by the nine Point of Entry (POE) Data Managers and were reviewed by TEIS-POE leadership prior to submission to the Early Childhood IDEA Programs (ECIP), Part C Monitoring Coordinator. POE data reports accounted for reasons of untimely initial IFSP development (i.e., family or system). A subsequent review of data was completed by ECIP monitoring personnel in order to verify reasons for untimely IFSP meetings determined by POE Data Managers.

Delays due to exceptional family circumstances documented in the child's record were included in both the numerator and denominator when calculating percent compliant for timely initial IFSP development.

Total # Initial IFSPs	# Timely	# Untimely due to exceptional family circumstances	Total # Timely Initial IFSPs
3297	3056	185	3241

Documented exceptional family circumstances for delay relative to eligibility determination and initial IFSP development include: difficulty in locating or contacting family upon receipt of referral into TEIS, child/family sickness, family's preferred scheduling, family vacation/holiday schedule, family "no show" when developmental evaluator or service coordinator went to the home for a timely scheduled appointment/meeting. Identified system issues for delay include delays in contacting family and/or completing intake upon receipt of referral into TEIS, delays in requesting developmental evaluation or medical records, delays in scheduling initial IFSP meeting after eligibility has been

## APR – Part C

## Tennessee

determined, poor planning management of Service Coordinators around approved leave or holidays, and lack of documentation.

Measurement:

- Number of timely Initial IFSPs (3241) = # Timely (3056) + # Untimely Due to Exceptional Family Circumstances (185)
- Percent of timely Initial IFSPs (98.30%) = Total # of Timely Initial IFSPs (3241) / Total # Initial IFSPs (3297).

### Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2011-2012:

The Lead Agency reports progress in FFY 2011-2012 for Indicator 7 relative to timely initial IFSP development. In the previous year, FFY 2010-2011, 96.29% of infants and toddlers had timely initial IFSP development compared to 98.30% in FFY 2011-2012. This represents an increase of 2.01%. Initiatives continue to support TEIS personnel to positively impact timely initial IFSPs through: a) regional training, b) updated TEIS operations manual, and c) SMART Job Plans. See Overview of the APR Development (p. 3-5) for further information.

### Status of FFY 2010-2011 Findings

All nine EIS programs were monitored during FFY 2010-2011. There were two findings (ET and GN) of noncompliance issued relative to annual monitoring activities for Indicator 7. The Part C Monitoring Coordinator verified the timely correction of all noncompliance (i.e., within one year from date written finding was issued). This information is reported in the Indicator 9 Worksheet. Monitoring personnel verified that all nine EIS programs are correctly implementing the specific regulatory requirements and have held an initial IFSP for each infant and toddler, although late, unless the child was no longer within the jurisdiction of TEIS.

The Lead Agency utilizes direction from both OSEP's 09-02 Memorandum and OSEP's FAQs Regarding Identification and Correction of Noncompliance and Reporting on Correction in the State Performance Plan/ Annual Performance Report (9-3-08) when determining correction of noncompliance. Correction is determined through verification of all child-level noncompliance (if applicable) and through a review of subsequent data. Information regarding how the Lead Agency implements the two-prong approach for determining correction of noncompliance is detailed in Indicator 9 which addresses the state's system for general supervision.

Correction of FFY 2010 Findings of Noncompliance Timely Corrected (corrected within one year from identification of the noncompliance)

1. Number of findings of noncompliance that state made during FFY 2010 (the period from July 1, 2010 through June 30, 2011)	2
2. Number of findings the state verified as timely corrected (corrected within one year from the date of notification to the EIS programs of the finding)	2
3. Number of findings not verified as corrected within one year [(1) minus (2)]	0

### FFY 2011-2012 Findings of Noncompliance

All nine EIS programs were monitored during FFY 2011-2012. There were no findings of noncompliance made relative to Indicator 7 either through annual monitoring or dispute resolution processes. Any EIS program not reporting 100% compliance for the fiscal year through annual monitoring corrected noncompliance through subsequent full census data *prior to the issuance of a written finding of noncompliance*. Information will be reported in Indicator 9 of the February 2014 APR.

### Improvement Activities/Timelines/Resources – FFY 2011-2012 Updates

Activity/ Action	Timelines	Resources	Activity Status
The Routines Based Interview (RBI) continues to be Tennessee's process for gathering family assessment information for IFSP development.	August 2011	ECIP Training Workforce Development Coordinator, ECIP Training personnel	Activity completed, now integrated into routine processes.
Three ECIP Trainers will participate in the 2011 Routines Based Interview Certification Institute in order to develop additional personnel resources to			RBI Bootcamp Training was completed and conducted by TEIS training staff. Participants submitted videos for TEIS

**APR – Part C****Tennessee**

Activity/ Action	Timelines	Resources	Activity Status
monitor quality and provide support to TEIS-POEs as they complete RBIs.			certification. Feedback training will be provided to District Administrators in preparation for ongoing support to participants.
Deliver regional training to TEIS-POE personnel on the TEIS Operations Manual revised July 2011.	March 2012	ECIP Trainer, Part C Monitoring Coordinator	Activity completed.  See Overview of the APR Development (p. 3-5) for further information.

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2011-2012:**

The state reviewed the effectiveness of SPP/APR targets and improvement activities for Indicator 7, including Timelines and Resources outlined in the State Performance Plan (SPP). No additional improvement activities were developed as a result of the review. The Lead Agency will continue to implement ongoing activities in the SPP which has been updated to reflect the status of improvement activities from FFY 2011-2012.

**Improvement Activities/Timelines/Resources established FFY 2012 (2012-2013)**

Activity/ Action	Timelines	Resources

## Part C State Annual Performance Report (APR) for FFY 2011-2012

**Overview of the Annual Performance Report Development:**

Refer to Overview of the APR Development, page 3.

**Monitoring Priority: Effective General Supervision Part C / Effective Transition**

**Indicator 8:** Percent of all children exiting Part C who received timely transition planning to support the child's transition to preschool and other appropriate community services by their third birthday including:

- A. IFSPs with transition steps and services;
- B. Notification to LEA, if child potentially eligible for Part B; and
- C. Transition conference, if child potentially eligible for Part B.

(20 U.S.C. 1416(a)(3)(B) and 1442)

**Measurement:**

- A. Percent = [(# of children exiting Part C who have an IFSP with transition steps and services) divided by the (# of children exiting Part C)] times 100.
- B. Percent = [(# of children exiting Part C and potentially eligible for Part B where notification to the LEA occurred) divided by the (# of children exiting Part C who were potentially eligible for Part B)] times 100.
- C. Percent = [(# of children exiting Part C and potentially eligible for Part B where the transition conference occurred) divided by the (# of children exiting Part C who were potentially eligible for Part B)] times 100.

Account for untimely transition conferences, including reasons for delays.

**A. 100% =  $3297/3297 \times 100 \rightarrow$  Compliance with Federal Target**

**B. 100% =  $3297/3297 \times 100 \rightarrow$  Compliance with Federal Target**

**C. 98.76% =  $1917/1941 \times 100$**

FFY	Measurable and Rigorous Target
2011-2012	<p>A. 100%</p> <p>B. 100%</p> <p>C. 100%</p>

**Actual Target Data for FFY 2011-2012:****8A. IFSPs with Transition Steps and Services**

100% (3297) of the infants and toddlers with initial IFSP development in FFY 2011-2012 had transition steps and services (outcome/goal). As reported in the 2/1/08 APR (FFY 2006-2007), the Tennessee Early Intervention Data System (TEIDS) contains a validation that assures initial IFSPs are developed with a transition outcome/goal. Therefore every child has a transition outcome/goal before an Initial IFSP can be saved as final. The transition goal (i.e., transition plan) is reviewed and updated at subsequent IFSP meetings which also include the formal transition conference. The Lead Agency met the federal target for 8A for this reporting period.

**8B. LEA Notifications**

100% (3297) of the infants and toddlers with initial IFSP development in FFY 2011-2012 had LEA notification. The Lead Agency met the federal target for component B of the indicator. The Lead Agency has a process for data sharing between the Part C System and Local Education Agencies (LEAs). Quarterly notification data are pulled from TEIDS in the state office and shared with LEAs and the State Education Agency (SEA) - special education 619 preschool program not fewer than 90 days before the child's third birthday. These child data are sent to the appropriate LEA with contact information so that the LEA can make preparations for the child. Then twice a month, records of children with

## APR – Part C

## Tennessee

LEA transition planning conferences are pulled and the data are transferred into the Part B data system. Child level data are available to the appropriate LEA before the age of three. In Tennessee, all children in Part C (TEIS) are considered potentially eligible for Part B, 619 special education services. The Lead Agency met the federal target for 8B for this reporting period.

### 8C. Transition Conferences

98.76% (1917) of the 1941 children, who reached the age for transition, had timely LEA transition conferences. The Lead Agency did not meet the federal target for 8C for this reporting period. FFY 2011-2012 data were collected from the TEIDS for Part C children who had a LEA transition planning conference where family provided consent. Monthly data were compiled by the nine Point of Entry (POE) Data Managers and were reviewed by TEIS-POE leadership prior to submission to the Early Childhood IDEA Programs (ECIP), Part C Monitoring Coordinator. POE data reports accounted for reasons of untimely transition conferences (i.e., family or system). A subsequent review of data was completed by ECIP monitoring personnel in order to verify reasons for untimely transition conferences determined by POE Data Managers.

Delays due to exceptional family circumstances documented in the child's record were included in both the numerator and denominator when determining compliance for timely LEA Transition Conferences.

Total # LEA Conferences	# Timely	# Untimely Due to Exceptional Family Circumstances	Total # Timely LEA Conferences
1941	1806	111	1917

Documented exceptional family circumstances for delay of transition conferences include child/family sickness, family vacation, family's preferred scheduling, and family "no show" for a timely scheduled meeting. Identified system issues for delay of transition conferences include scheduling difficulties or delays by the Service Coordinator, poor planning management of service coordinators around approved leave or holidays or contacting the LEA in a timely manner to schedule the conference, and lack of documentation.

Measurement:

- Number of Timely LEA Transition Conferences (1917) = # Timely (1806) + # Untimely Due to Exceptional Family Circumstances (111)
- Percentage of Timely LEA Transition Conferences (98.76%) = Total # of Timely Conferences (1917) / Total # of Conferences (1941).

### Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2011-2012:

#### 8A. IFSPs with Transition Steps and Services

For FFY 2011-2012 the Lead Agency reports maintaining 100% compliance for 8A and meeting the federal target for component A of the indicator.

#### 8B. LEA Notifications

For FFY 2011-2012 the Lead Agency reports maintaining 100% compliance for 8B and meeting the federal target for component B of the indicator.

#### 8C. Transition Conferences

For FFY 2011-2012 the Lead Agency reports progress for 8C. In FFY 2010-2011 96.02% of children had timely transition conferences. This percentage increased 2.74% to 98.76% for FFY 2011-2012. It is believed that transition related activities continue to positively impact timely LEA transition planning conferences. These activities are discussed below. In addition, general cross-indicator activities: a) regional training, b) updated TEIS operations manual, and c) SMART Job Plans continue to TEIS personnel to positively impact timely conferences. See Overview of the APR Development (p. 3-5) for additional information on these cross-indicator activities.

#### *Early Childhood Transition: Connecting the Dots*

The Lead Agency continues to utilize its web-based training *Early Childhood Transition: Connecting the Dots*. This web-based curriculum was originally developed by the North Central Regional Resource Center (NCRRC) and modified for use in Tennessee. The online, competency-based curriculum is used by Part C (TEIS) and Part B (LEA) personnel who are directly involved in early childhood transition. The ECIP Training Workforce Development

## APR – Part C

## Tennessee

Coordinator is able to monitor and compile reports regarding participant training from TEIS-POEs, Early Intervention Resource Agencies (EIRAs), and LEAs.

### Steps to Success

In FFY 2011-2012, the ECIP Training Workforce Development coordinator and trainers distributed the transition booklet entitled, *Steps to Success* to TEIS-POEs to be utilized with families during home visits. The booklet contains information and activities to educate families about transition timelines, steps, and expectations for Part C/ Part B personnel and families during the transition process. A web-based resource was also developed to complement the booklet which allows for tailoring by each district to include specific LEA requirements. This resource contains modules which support the booklet sections and will be utilized by TEIS Service Coordinators and Early Intervention Resource Agencies (EIRAs) personnel. It is expected that this initiative will further improve smooth transitions from Part C to Part B and continue to impact progress toward compliance.

### Status of FFY 2010-2011 Findings

All nine EIS programs were monitored during FFY 2010-2011. There were no findings of noncompliance made relative to indicator 8C. Two EIS programs (NW and SW) demonstrated 100% compliance for the fiscal reporting year. The other seven programs (FT, ET, SE, UC, GN, SC, and MD) all corrected noncompliance through a subsequent review of full census data *prior to the issuance of a written finding of noncompliance*. The Part C Monitoring Coordinator verified that all nine EIS programs are correctly implementing the specific regulatory requirements and have held an LEA transition conference for every child, although late, unless the child was no longer within the jurisdiction of TEIS. This information is reported in the Indicator 9 Worksheet.

The Lead Agency utilizes direction from both OSEP's 09-02 Memorandum and OSEP's FAQs Regarding Identification and Correction of Noncompliance and Reporting on Correction in the State Performance Plan/ Annual Performance Report (9-3-08) when determining correction of noncompliance. Correction is determined through verification of correction of all child-level noncompliance (if applicable) and through a review of subsequent data. Information regarding how the Lead Agency implements the two-prong approach for determining correction of noncompliance is detailed in Indicator 9 which addresses the state's system for general supervision.

Correction of FFY 2010 Findings of Noncompliance Timely Corrected (corrected within one year from identification of the noncompliance).

1. Number of findings of noncompliance that state made during FFY 2010 (the period from July 1, 2010 through June 30, 2011)	0
2. Number of findings the state verified as timely corrected (corrected within one year from the date of notification to the EIS programs of the finding)	0
3. Number of findings not verified as corrected within one year [(1) minus (2)]	0

### FFY 2011-2012 Findings of Noncompliance

All nine EIS programs were monitored during FFY 2011-2012. There were no findings of noncompliance made relative to Indicator 8C either through annual monitoring or dispute resolution processes. Any EIS program not reporting 100% compliance for the fiscal year through annual monitoring corrected noncompliance through subsequent full census data *prior to the issuance of a written finding of noncompliance*. Information will be reported in Indicator 9 of the February 2014 APR.

### Improvement Activities/Timelines/Resources – FFY 2011-2012 Updates

Activity/ Action	Timelines	Resources	Activity Status
Update <i>Early Childhood Transition: Connecting the Dots</i> . Updates to include clarifications related to OSEP's Early Childhood Transition FAQs.	Spring 2013	ECIP Preschool Consultant, Training Workforce Development Coordinator, ECIP State Data Manager, Training Team	Activity in process.  Updates are anticipated to be completed by Winter 2013. Training will be available to TEIS-POEs and EIRAs in Spring 2013.  Once training has been updated and re-launched; future updates as needed will be integrated into regular processes.



**APR – Part C**
**Tennessee**

Activity/ Action	Timelines	Resources	Activity Status
Deliver training to TEIS-POE and EIRA personnel on the usage of the <i>Steps to Success</i> Booklet and complementary web-based resource.	Spring 2011	ECIP Preschool Consultant Training Workforce Development Coordinator, Training Team	Activity modified and revised activity in process.  <i>Steps to Success</i> booklet and web-based resources are in the process of being reviewed and re-tooled relative to statewide consistency for TEIS and EIRA staff to use with families.
Deliver regional trainings with TEIS-POE leadership and LEAs regarding early childhood transition as a follow-up to the February 2011 Annual Division of College and Career Readiness Conference.	Fall 2011	ECIP Director, 619 Coordinator, ECIP State Data Manager, and 619 Regional Consultants	Activity completed.
As IDEA 2004, Part C Regulations were published September 2011 the Lead Agency will re-revisit procedures/ processes again for early childhood transition relative to final regulations, making any adjustments warranted. Should revisions be necessary, the Lead Agency will provide further clarification jointly to TEIS-POEs and LEAs.	Spring 2012	Early Childhood IDEA Programs (ECIP) Director, ECIP personnel, Part B, 619	Activity completed.
As IDEA 2004, Part C Regulations were published September 2011; the Lead Agency will develop an intra-agency agreement between Part C and Part B, 619 relative to early childhood transition.	April 2012	Early Childhood IDEA Programs (ECIP) Director, ECIP personnel, Part B, 619, Special Education Attorney	Activity completed.

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2011-2012:**

The state reviewed the effectiveness of SPP/APR targets and improvement activities for Indicator 8, including timelines and resources outlined in the State Performance Plan (SPP). No additional improvement activities were developed as a result of the review. The Lead Agency will continue to implement ongoing activities in the SPP which has been updated to reflect the status of improvement activities from FFY 2011-2012.

**Improvement Activities/Timelines/Resources established FFY 2012 (2012-2013)**

Activity/ Action	Timelines	Resources

## Part C State Annual Performance Report (APR) for FFY 2011-2012

**Overview of the Annual Performance Report Development:**

Refer to Overview of the APR Development, page 3.

**Monitoring Priority: Effective General Supervision Part C / General Supervision**

**Indicator 9:** General supervision system (including monitoring, complaints, hearings, etc.) identifies and corrects noncompliance as soon as possible but in no case later than one year from identification.

(20 U.S.C. 1416(a)(3)(B) and 1442)

**Measurement:**

Percent of noncompliance corrected within one year of identification:

- a. # of findings of noncompliance.
- b. # of corrections completed as soon as possible but in no case later than one year from identification.

Percent = [(b) divided by (a)] times 100.

**100% = 9/9 x 100 → Compliance with Federal Target**

FFY	Measurable and Rigorous Target
2011-2012	100%

**Actual Target Data for FFY 2011-2012:**

In FFY 2010-2011, all nine EIS programs were monitored. Nine findings of noncompliance were issued. Seven findings were issued (ET, SE, UC, GN, SC, NW, and MD) relative to Indicator 1. Two findings were issued (ET and GN) for Indicator 7. The Part C Monitoring Coordinator reviewed subsequent monthly child-level data to verify correction of noncompliance. Timely correction was achieved for all 9 findings.

The following information describes the state's system of general supervision for monitoring and is important background and content for indicator 9.

- A. Early Intervention Service (EIS) Programs. In Tennessee, EIS programs are defined as the nine Tennessee Early Intervention System Point of Entry Offices (TEIS-POEs). Each POE has a District Administrator who reports directly to the state's Part C Coordinator and who has oversight for the operation of the POE office. State personnel in these offices are responsible for: 1) Part C eligibility determination and 2) all service coordination activities which include IFSP development, oversight of service delivery, and transition. Each TEIS-POE has an Early Childhood IDEA Programs (ECIP) Data Manager who keeps the District Administrator and staff informed regarding status of accurate data entry into the Tennessee Early Intervention Data System (TEIDS); status of compliance Indicators 1, 7, and 8C; and additional data elements which are tracked at the POE level.
- B. Monitoring Activities. The Lead Agency monitors EIS programs (TEIS-POEs). Annual monitoring training is delivered to TEIS-POEs relative to the types of monitoring activities; pertinent updates from OSEP related to monitoring, process for the identification of noncompliance; the process for determining correction of noncompliance, and the basic corrective planning process should a finding of noncompliance be issued. Monitoring activities are conducted through the following three avenues:
  1. Annual Monitoring: All nine EIS programs are monitored annually. The Tennessee Early Intervention Data System (TEIDS) allows for accessing data in the web-based system and through desk audits determine

noncompliance and track the correction at the individual child level. Full fiscal year census data from TEIDS are utilized annually for the monitoring of federal compliance Indicators 1, 7, and 8C. Compliance with Indicator 8A is maintained through a TEIDS validation. Compliance with Indicator 8B is addressed through quarterly data sharing at the state level between Part C and Part B, 619 preschool. Compliance monitoring and the issuing of findings, when warranted, occur during August-October for the previous fiscal year.

2. Dispute Resolution: Findings of noncompliance may be issued as an outcome of one of the three dispute resolution processes (i.e., administrative complaint, mediation, due process). Identifying noncompliance and issuing a finding, when warranted, may occur at anytime.
  3. Focused Monitoring Activities: Activities are both planned for and conducted as needed. Typically planned focused monitoring activities occur in the spring and may focus on one or more TEIS-POEs and are often based on a) IDEA Related Requirements; b) TEIS Operations Manual; c) TEIS Policy Manual; and/ or d) Input regarding possible issues from Early Childhood IDEA Programs (ECIP) personnel. Additionally, focused monitoring may be initiated upon any particular concern which warrants investigation. Findings of noncompliance generated through focused monitoring may be issued at any point during the fiscal year.
- C. Issuing findings of noncompliance. A finding of noncompliance can be issued to an EIS program through any of the monitoring activities described above. When this occurs the Early Childhood IDEA Programs (ECIP) issues a letter of finding along with supporting data and a Corrective Action Plan (CAP) template.
- D. Determining correction of noncompliance: The Lead Agency utilizes direction from both OSEP's 09-02 Memorandum and OSEP's FAQs Regarding Identification and Correction of Noncompliance and Reporting on Correction in the State Performance Plan/ Annual Performance Report (9-3-08) when determining correction of noncompliance. When correction has been achieved, the ECIP issues a letter of correction to the POE. The Lead Agency adheres to the federal Office of Special Education Program's (OSEP) definition for timely correction – as soon as possible, but not more than one year from the date the finding was issued. The 09-02 Memorandum identifies a "two-prong approach" when determining correction. The Lead agency uses the following steps when determining correction as part of its system of general supervision:
1. Child-level correction (prong 1). When child-level noncompliance is discovered (i.e., a child has yet to receive an IFSP service [Indicator 1], have a meeting [Indicators 7 or 8C], or any other child-level compliance issue), the child's TEIDS identification number is recorded within the TEIS-POE's initial CAP template prepared by the Part C Monitoring Coordinator. Annual training addresses the need for immediate attention and correction of such issues when found. The TEIS-POE informs the Part C Coordinator of correction through monthly CAP progress reporting. The Part C Monitoring Coordinator verifies correction by reviewing each child's record in Tennessee Early Intervention Data System (TEIDS).
  2. Correct Implementation of regulatory requirements (prong 2). A subsequent review of data is made relative to the finding in order for the Part C Monitoring Coordinator to verify that the TEIS-POE is correctly implementing the specific regulatory requirements for each infant and toddler. This entails a review of monthly, full census data in TEIDS until 100% compliance is achieved.
  3. Completion of Corrective Action Plans (CAPs). The Lead Agency additionally utilizes a Corrective Action Plan as part of its system of general supervision. The CAP provides the vehicle for the EIS Program to identify systemic issues impacting noncompliance addressing those issues through the development and implementation of a plan of correction. As part of the CAP development, the POE conducts a Root Cause Analysis (RCA) related to system issues across all children which led to the noncompliance. Based on the results of the RCA, corrective action steps are developed which include information regarding timelines and the identification of who is responsible for each action step. The ECIP Part C Monitoring Coordinator provides technical assistance to the POE for the development of the CAP. The CAP template becomes a monthly reporting and communication tool between the POE and the Part C Monitoring Coordinator. It is used to document progress status until corrective actions/ measures have been implemented. The Lead Agency uses this third step in the correction process to ensure EIS program leadership have identified and addressed local systemic issues which impact both POE status and state-level compliance.

## APR – Part C

## Tennessee

E. Issuing Letters of Determination. The Lead Agency issues EIS Program Letters of Determinations after the completion of all monitoring activities for the fiscal year. Decisions regarding program determinations are made from a full review of data and information from the federal fiscal year and are based upon the four categories defined by IDEA – Meets requirements, Needs Assistance, Needs Intervention, Needs Substantial Intervention. This review is conducted by the senior leadership of the Early Childhood IDEA Programs (ECIP). The ECIP issues a letter of determination to the POE along with a copy of “Tennessee’s System of Enforcements for EIS Programs.” This document details Tennessee’s enforcement actions for each of the four categories.

### OSEP Indicator 9 Worksheet

The worksheet below reports the status of correction for findings made in FFY 2010-2011.

#### Timely correction of noncompliance within one year of identification

Indicator	General Supervision System Components	# of EIS Issued Findings in FFY 2010 (7/1/10 to 6/30/11)	(a) # of Findings of Noncompliance Identified in FFY 2010 (7/1/10 to 6/30/11)	(b) # of Findings of Noncompliance from (a) for which Correction was Verified no Later than One Year from Identification
1. Percent of infants and toddlers with IFSPs who receive the early intervention services on their IFSPs in a timely manner	<b>Monitoring Activities:</b> Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	7	7	7
	<b>Dispute Resolution:</b> Complaints, Hearings	0	0	0
2. Percent of infants and toddlers with IFSPs who primarily receive early intervention services in the home or community-based settings	<b>Monitoring Activities:</b> Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	N/A <sup>A</sup>	N/A <sup>A</sup>	N/A <sup>A</sup>
	<b>Dispute Resolution:</b> Complaints, Hearings	0	0	0
3. Percent of infants and toddlers with IFSPs who demonstrate improved outcomes	<b>Monitoring Activities:</b> Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	N/A <sup>B</sup>	N/A <sup>B</sup>	N/A <sup>B</sup>
	<b>Dispute Resolution:</b> Complaints, Hearings	0	0	0

## APR – Part C

## Tennessee

Indicator	General Supervision System Components	# of EIS Issued Findings in FFY 2010 (7/1/10 to 6/30/11)	(a) # of Findings of Noncompliance Identified in FFY 2010 (7/1/10 to 6/30/11)	(b) # of Findings of Noncompliance from (a) for which Correction was Verified no Later than One Year from Identification
4. Percent of families participating in Part C who report that early intervention services have helped the family	<b>Monitoring Activities:</b> Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	N/A <sup>C</sup>	N/A <sup>C</sup>	N/A <sup>C</sup>
	<b>Dispute Resolution:</b> Complaints, Hearings	0	0	0
5. Percent of infants and toddlers birth to 1 with IFSPs	<b>Monitoring Activities:</b> Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	N/A <sup>D</sup>	N/A <sup>D</sup>	N/A <sup>D</sup>
6. Percent of infants and toddlers birth to 3 with IFSPs	<b>Dispute Resolution:</b> Complaints, Hearings	0	0	0
7. Percent of eligible infants and toddlers with IFSPs for whom an evaluation and assessment and an initial IFSP meeting were conducted within Part C's 45-day timeline	<b>Monitoring Activities:</b> Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	2	2	2
	<b>Dispute Resolution:</b> Complaints, Hearings	0	0	0
8. Percent of all children exiting Part C who received timely transition planning to support the child's transition to preschool and other appropriate community services by their third birthday including: A. IFSPs with transition steps and services;	<b>Monitoring Activities:</b> Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	0	0	0
	<b>Dispute Resolution:</b> Complaints, Hearings	0	0	0

**APR – Part C**
**Tennessee**

Indicator	General Supervision System Components	# of EIS Issued Findings in FFY 2010 (7/1/10 to 6/30/11)	(a) # of Findings of Noncompliance Identified in FFY 2010 (7/1/10 to 6/30/11)	(b) # of Findings of Noncompliance from (a) for which Correction was Verified no Later than One Year from Identification
8. Percent of all children exiting Part C who received timely transition planning to support the child's transition to preschool and other appropriate community services by their third birthday including: B. Notification to LEA, if child potentially eligible for Part B:	<b>Monitoring Activities:</b> Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	0	0	0
	<b>Dispute Resolution:</b> Complaints, Hearings	0	0	0
8. Percent of all children exiting Part C who received timely transition planning to support the child's transition to preschool and other appropriate community services by their third birthday including: C. Transition conference, if child potentially eligible for Part B	<b>Monitoring Activities:</b> Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	0	0	0
	<b>Dispute Resolution:</b> Complaints, Hearings	0	0	0
<b>Sum the numbers down Column a and Column b</b>		<b>9</b>	<b>9</b>	<b>9</b>

**Footnotes for Indicator 9 Worksheet:**

- A.** Indicator 2 – Primary Settings. OSEP defines this federal indicator as a results indicator. For this indicator, the state is compared to the annual state target utilizing annual federal 618 Data for settings (Table 2). These data are made available to the early intervention stakeholders on the State's website under "TN Child Count Data" at [http://tennessee.gov/education/teis/reports\\_data.shtml](http://tennessee.gov/education/teis/reports_data.shtml). Data are shared specifically with EIS programs and the State Interagency Coordinating Council (SICC). In the *Annual Report to the Public* posted on the state's website under "Reports" at [http://tennessee.gov/education/teis/reports\\_data.shtml](http://tennessee.gov/education/teis/reports_data.shtml), data for each EIS program is provided as a comparison with the annual state target.
- B.** Indicator 3 – Child Outcomes. OSEP defines this federal indicator as a results indicator. The results of child outcomes data are collected and reported in the state's Annual Performance Report (APR). See Indicator 3 in this report. Results are shared with EIS programs who collected data and with the SICC. In the *Annual Report to the Public* posted on the state's website under "Reports" at [http://tennessee.gov/education/teis/reports\\_data.shtml](http://tennessee.gov/education/teis/reports_data.shtml), data for each EIS program is provided as a comparison with the annual state target.
- C.** Indicator 4 – Family Outcomes. OSEP defines this federal indicator as a results indicator. The results of family survey data are collected and shared specifically with the EIS programs and the SICC. In the *Annual Report to the Public* posted on the state's website under "Reports" at [http://tennessee.gov/education/teis/reports\\_data.shtml](http://tennessee.gov/education/teis/reports_data.shtml), data for each EIS program is provided as a comparison with the annual state target.

## APR – Part C

## Tennessee

D. Indicators 5 and 6 – Children served birth to age one year (Indicator 5) and children served birth to three years of age (Indicator 6). OSEP defines this federal indicator as a results indicator. For this indicator, the state is compared to the national average utilizing annual federal 618 Data (Table 1, Section A). These data are made available to the early intervention stakeholders on the state's website under "TN Child Count Data" at [http://tennessee.gov/education/teis/reports\\_data.shtml](http://tennessee.gov/education/teis/reports_data.shtml). Data are shared specifically with district EIS programs and the State Interagency Coordinating Council (SICC). In the *Annual Report to the Public* posted on the state's website under "Reports" at [http://tennessee.gov/education/teis/reports\\_data.shtml](http://tennessee.gov/education/teis/reports_data.shtml), data for each EIS program is provided as a comparison with the annual state target.

### Indicator 9 Worksheet Summary

#### FFY 2010-2011 Monitoring Results for Correction of Noncompliance:

##### Annual Monitoring:

In FFY 2010-2011, all nine EIS programs were monitored. Nine findings of noncompliance were issued. Seven findings were issued (ET, SE, UC, GN, SC, NW, and MD) relative to Indicator 1. Two findings were issued (ET and GN) for Indicator 7. There were no findings issued for Indicator 8C. Relative to Indicator 8C, two EIS programs (NW and SW) demonstrated 100% compliance for the federal fiscal reporting year. The other seven programs (FT, ET, SE, UC, GN, SC, and MD) all corrected noncompliance through subsequent full census data *prior to the issuance of a written finding of noncompliance*.

With technical assistance from the Part C Monitoring Coordinator, each TEIS-POE with a finding of noncompliance conducted a root cause analysis and developed corrective measures as part of a Corrective Action Plan (CAP). The Part C Monitoring Coordinator reviewed subsequent monthly child-level data to verify correction of noncompliance. Timely correction was achieved for all 9 findings. This information is reported above in the Indicator 9 Worksheet.

Of the nine findings issued through annual monitoring, there were no child-level issues of noncompliance (prong 1) discovered that were not corrected. Although late, each infant and toddler received IFSP services or had an initial IFSP meeting unless the child was no longer within the jurisdiction of TEIS. Through the review of additional data (prong 2) the ECIP monitoring personnel verified the correction of all noncompliance and that all EIS programs were correctly implementing the specific regulatory IDEA requirements.

##### Dispute Resolution:

In FFY 2010-2011, there were no findings issued to EIS Programs relative to dispute resolution processes.

##### Focused Monitoring:

In FFY 2010-2011, there were no planned focused monitoring activities conducted.

Percent of noncompliance corrected within one year of identification was 100% (column b sum (9) divided by column a sum (9) times 100).

Correction of FFY 2010 Findings of Noncompliance Timely Corrected (corrected within one year from identification of the noncompliance)

1. Number of findings of noncompliance that state made during FFY 2010 (the period from July 1, 2010 through June 30, 2011) (Sum of Column a on the Indicator 9 Worksheet)	9
2. Number of findings the state verified as timely corrected (corrected within one year from the date of notification to the EIS programs of the finding) (Sum of Column b on the Indicator 9 Worksheet)	9
3. Number of findings not verified as corrected within one year [(1) minus (2)]	0

### Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2011-2012:

The Lead Agency reports maintenance of 100% compliance for indicator 9—timely correction within one year from date of written finding. Data from FFY 2011-2012 (APR, current year) reveals 100% and from FFY 2010-2011 (APR, last year), 100%.

**APR – Part C****Tennessee****Monitoring Activities Completed in FFY 2011-2012****Annual Monitoring:**

All nine EIS programs were monitored. In FFY 2011-2012, two findings (GN and MD) of noncompliance were issued relative to annual monitoring activities for Indicator 1. Information regarding these findings will be reported in Indicator 9 of the February 2014 APR. Of important note, ECIP Monitoring Team has verified the timely correction of all findings. Specific information regarding how the Lead Agency determined correction of noncompliance is detailed above in this Indicator.

**Dispute Resolution:**

There was one finding (GN) of noncompliance made relative to Indicator 10 for the dispute resolution process for administrative complaints. The finding was specific to IFSP service delivery for a particular child, Indicator 1. ECIP monitoring personnel have verified the timely correction of this finding made through the administrative complaint process. Information regarding finding will be reported in Indicator 9 of the February 2014 APR.

**Focused Monitoring:**

There were no planned focused monitoring activities conducted in FFY 2011-2012. This information will be reported in Indicator 9 worksheet of the February 2014 APR.

**Improvement Activities/Timelines/Resources – FFY 2011-2012 Updates**

Activity/ Action	Timelines	Resources	Activity Status
Deliver regional training to EIS providers (i.e., EIRAs and Vendors) on the TEIS Operations Manual revised July 2011.  TEIS-POE District Administrators along with ECIP Data Managers will be present and will assist the Central Office with the notification of all EIS providers. ECIP Central Reimbursement personnel will also attend training.	February 2012	ECIP Trainer, Part C Monitoring Coordinator, ECIP Director, TEIS-POE District Administrators, ECIP Data Managers	Activity completed.  See Overview of the APR Development (p. 3-5) for additional information.
Deliver regional training to TEIS-POE personnel on the TEIS Operations Manual revised July 2011.	March 2012	ECIP Trainer, Part C Monitoring Coordinator	Activity completed.  See Overview of the APR Development (p. 3-5) for additional information.

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2011-2012:**

The state reviewed the effectiveness of SPP/APR targets and improvement activities for Indicator 9, including timelines and resources outlined in the State Performance Plan (SPP). No additional improvement activities were developed as a result of the review. The Lead Agency will continue to implement ongoing activities in the SPP which has been updated to reflect the status of improvement activities from FFY 2011-2012.

**Improvement Activities/Timelines/Resources established FFY 2012 (2012-2013)**

Activity/ Action	Timelines	Resources



## Part C State Annual Performance Report (APR) for 2011-2012

Note: Indicators 10 and 11 have been excluded per OSEP elimination of reporting requirements.

**Overview of the Annual Performance Report Development:**

Refer to Overview of the APR Development, page 3.

**Monitoring Priority: Effective General Supervision Part C / General Supervision**

**Indicator 12:** Percent of hearing requests that went to resolution sessions that were resolved through resolution session settlement agreements (applicable if Part B due process procedures are adopted).

(20 U.S.C. 1416(a)(3)(B) and 1442)

**Measurement:** Percent = (3.1(a) divided by 3.1) times 100.

**0% = 0/0 x 100**

FFY	Measurable and Rigorous Target
2011-2012	The State is not required to provide targets or improvement activities until any FFY in which 10 or more resolution sessions were conducted.

**Actual Target Data for FFY 2011-2012:**

No incidences occurred for this reporting period.

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for 2011-2012:**

For FFY 2011-2012, the Lead Agency reports maintenance of 100% compliance for Indicator 12.

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for 2011-2012:**

The state reviewed the effectiveness of SPP/APR targets and improvement activities, including timelines and resources, and determined revisions were not warranted at this time. As Tennessee maintained compliance, the state will continue to implement ongoing activities that have been incorporated within routine processes as outlined in the State Performance Plan (SPP).

## Part C State Annual Performance Report (APR) for 2011-2012

**Overview of the Annual Performance Report Development:**

Refer to Overview of the APR Development, page 3.

<b>Monitoring Priority: Effective General Supervision Part C / General Supervision</b>
--

**Indicator 13:** Percent of mediations held that resulted in mediation agreements.

(20 U.S.C. 1416(a)(3)(B) and 1442)

<b>Measurement:</b> Percent = [(2.1(a)(i) + 2.1(b)(i)) divided by 2.1] times 100.
---

<b>0% = 0+0/0 x 100</b>
-------------------------

FFY	Measurable and Rigorous Target
2011-2012	The State is not required to provide targets or improvement activities until any FFY in which 10 or more mediations were conducted.

**Actual Target Data for FFY 2011-2012:**

No mediations were requested for the fiscal year.

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for 2011-2012:**

For FFY 2011-2012, the Lead Agency reports maintenance of 100% compliance for Indicator 13.

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for 2011-2012:**

The state reviewed the effectiveness of SPP/APR targets and improvement activities, including timelines and resources, and determined revisions were not warranted at this time. As Tennessee maintained compliance, the state will continue to implement ongoing activities that have been incorporated within routine processes as outlined in the State Performance Plan (SPP).

## Part C State Annual Performance Report (APR) for FFY 2011-2012

**Note:** Per OSEP Memo 13-6, Tennessee has elected to have OSEP complete the Indicator 14 Rubric and provide results to the Lead Agency. As needed Tennessee will review results and address progress, slippage, and/or improvement activities as required during the APR clarification period.

**Overview of the Annual Performance Report Development:**

Refer to Overview of the APR Development, page 3.

<b>Monitoring Priority: Effective General Supervision Part C / General Supervision</b>
--

**Indicator 14:** State reported data (618 and State Performance Plan and Annual Performance Report) are timely and accurate.

(20 U.S.C 1416(a)(3)(B) and 1442)

**Measurement:** State reported data, including 618 data, State performance plan, and annual performance reports, are:

- Submitted on or before due dates ((February 1 for child count and settings and November 1 for exiting and dispute resolution); and
- Accurate, including covering the correct year and following the correct measurement.

**A. 100% = Annual Performance Report and 618 Child Count Data → submitted timely**

**B. Assurance of accurate data – provided**

FFY	Measurable and Rigorous Target
2011-2012	100%

**Actual Target Data for FFY 2011-2012:**

Refer to note at the beginning of this indicator.

**Part C Indicator 14 Data Rubric**

Indicator 14 - SPP/APR Data			
APR Indicator	Valid and reliable	Correct calculation	Total
1			
2			
3			
4			
5			
6			
7			
8A			
8B			
8C			
9			
10			
11			
12			
13			
		<b>Subtotal</b>	
<b>APR Score Calculation</b>	<b>Timely Submission Points</b> If the FFY 2010 APR was submitted on-time, place the number 5 in the cell on the right.		

## APR – Part C

Tennessee

	<b>Grand Total</b> (Sum of subtotal and Timely Submission Points) =	
--	---	--

Indicator 14 - 618 Data					
Table	Timely	Complete Data	Passed Edit Check	Responded to Data Note Requests	Total
Table 1 – Child Count Due Date: 2/1/12					
Table 2 – Settings Due Date: 2/1/12					
Table 3 – Exiting Due Date: 11/1/12					
Table 4 – Dispute Resolution Due Date: 11/1/12					
				<b>Subtotal</b>	
<b>618 Score Calculation</b>			<b>Grand Total</b> (Subtotal X 2.5) =		

Indicator #14 Calculation	
A. APR Grand Total	
B. 618 Grand Total	
C. APR Grand Total (A) + 618 Grand Total (B) =	
	Total NA in APR
	Total NA in 618
	<b>Base</b>
D. Subtotal (C divided by Base*) =	1.00
E. Indicator Score (Subtotal D x 100) =	

\*Note any cell marked as N/A will decrease the denominator by 1 for APR and 2.5 for 618

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2010-2011:**

Refer to note at the beginning of this indicator.

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2011-2012:**

Refer to note at the beginning of this indicator.

# **2011-2012 Annual Performance Report (APR)**

## **Attachment**

Annual Report Certification of the Interagency Coordinating Council (ICC)

**ANNUAL REPORT CERTIFICATION OF THE  
INTERAGENCY COORDINATING COUNCIL  
UNDER PART C OF THE  
INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA)**

Under IDEA Section 641(e)(1)(D) and 34 CFR §303.604(c), the Interagency Coordinating Council (ICC) of each jurisdiction that receives funds under Part C of the IDEA must prepare and submit to the Secretary of the U.S. Department of Education (Department) and to the Governor of its jurisdiction an annual report on the status of the early intervention programs for infants and toddlers with disabilities and their families operated within the State. The ICC may either: (1) prepare and submit its own annual report to the Department and the Governor, or (2) provide this certification with the State lead agency's Annual Performance Report (APR)<sup>1</sup> under Part C of the IDEA. This certification (including the annual report or APR) is due no later than February 15, 2013.

On behalf of the ICC of the State/jurisdiction of Tennessee, I hereby certify that the ICC is: [please check one]

1. ☐ Submitting its own annual report (which is attached); or
2. ☒ Using the State's Part C APR for FFY 2011 in lieu of submitting the ICC's own annual report. By completing this certification, the ICC confirms that it has reviewed the State's Part C APR for accuracy and completeness.<sup>2</sup>

I hereby further confirm that a copy of this Annual Report Certification and the annual report or APR has been provided to our Governor.

Gladys Harris  
Signature of ICC Chairperson

1-22-13  
Date

familypartners@hotmail.com  
Address or e-mail

901-299-7831  
Daytime telephone number

<sup>1</sup> Under IDEA Sections 616(b)(2)(C)(ii)(II) and 642 and under 34 CFR §80.40, the lead agency's APR must report on the State's performance under its State performance plan and contain information about the activities and accomplishments of the grant period for a particular Federal fiscal year (FFY).

<sup>2</sup> If the ICC is using the State's Part C APR and it disagrees with data or other information presented in the State's Part C APR, the ICC must attach to this certification an explanation of the ICC's disagreement and submit the certification and explanation no later than February 15, 2013.